
REPORT 4
(1215/12/IM)

MERVYN KEMP LIBRARY QUARTERLY REPORT OCTOBER TO DECEMBER 2006

1. Purpose of Report

To provide the Tawa Community Board with an update on business and activities at Mervyn Kemp Library for the second quarter of the 2006/2007 financial year.

2. Executive Summary

Mervyn Kemp Library offers library circulation, information, outreach, class visits, preschool story times, holiday programmes, BookBusters 7²8 club and service centre work plus a small amount of Building Consents and Licensing Services (BCLS). Senior tea and tales was introduced this quarter.

This quarter is traditionally the quietest of the year as the school visits finish and the community prepares for Christmas. This is reflected in the current statistics with a drop in visitor numbers. At the same time there has been a large increase in new registrations.

The team are looking collectively at the way items are being displayed and how the environment can be improved. This planning will continue through the next quarter.

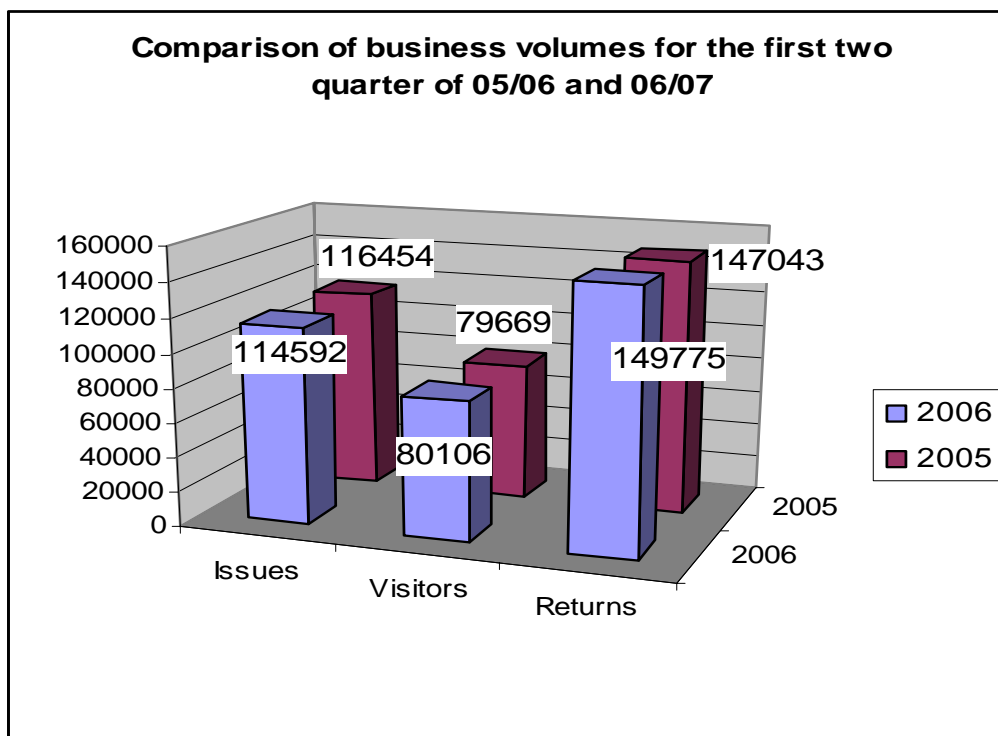
3. Recommendations

It is recommended that the Committee:

- 1. Receive the information.*

4. Mervyn Kemp Library

Business Volumes



In table one there is a comparison of business volumes with the same period last year and the first six months of this business year. The Library issues are 1.6% below those of same period last year. The visitor statistics show an increase of 0.5% on the same time last year and the returns statistics have actually increased 9%.

Other statistics; such as those for new registrations (353) show an improvement of 9.3% on last years figures, continuing the trend of the first quarter.

The team at Mervyn Kemp Library are looking at different ways to encourage customers to the library through the use of new displays and planned outreach programmes.

New initiatives

Senior tea and tales was introduced for our senior customers and a small, but very enthusiastic group attended the first meeting. This will continue in 2007 with regular monthly meetings being held.

Tawa Library team have completed **new shelving changes** throughout the library. Including new display shelving which is up in the non-fiction area and this is getting a

positive response from customers. Further layout changes are planned for the coming year to better facilitate the customer use of the library material.

Team Members at Mervyn Kemp Library

Team Leader – Rose Barker

Coaches – Brigid Brammer and Wendy Jacobs. Wendy was appointed in December.

Customer Service and Service Centre – Christine Pettett, Vacancy from Wendy's appointment, Jacqui Youle, Shelley Prowse, Brigid Sharp, Pru Shaw, Julie Kerr, Sam McGuire, Mary MacDonald, Thomas Wareham

Collection Maintenance – John Wareham, Thomas Wareham

Promotional Events



The children displaying some of their creations for the Roald Dahl programme.

The Roald Dahl holiday programme was held in two sessions at the end of September, beginning of October. Between the two sessions 50 children attended.

The library **holiday programme** before Christmas went well with 23 children and ten adults attending. Generally the children's preschool story time programme has been well attended with some of the local day care centre's visiting the library for these sessions.

Children's Book Club

Book Busters 7-8 club provides seven to eight year olds an opportunity to discuss interesting books they have read and to encourage this age group to read. The end of year function in Central library was well attended by Tawa children with many of them graduating. New enrolments are being taken for the coming year's club which will restart in February.

Maintenance

The library contacted Peter Fraser from the Council Design team to see what improvements we could make to the after hours slot. This was discussed when the previous report was presented. Peter has contacted a design artist at Massey University to help with this assignment. A prototype is being trialled at Karori Library and will be reviewed in due course. Should this prove successful the library will look at installing it at Mervyn Kemp. Otherwise maintenance of the building has been minimal.

Professional Development

All of the Tawa team members underwent customer service training during November / December.

A Children's Librarian's seminar was organised by Rose Barker and the Children and Youth Services team at Wellington City Libraries in November. Three of the Tawa Team helped with the organisation and running of the 2 day seminar. This was attended by 120 delegates from across the country and was a great opportunity to share ideas as well as listen to some inspiring and motivating speakers.

Contact Officer: *Rose Barker Team Leader North Cluster*

Supporting Information
1) Strategic Fit / Strategic Outcome <i>Example: The project supports Council's overall vision of Creative Wellington – Innovation Capital. The project supports Social and Recreation outcome 6.4 Better Connected – Wellington will offer excellent access to a sound social infrastructure that supports high levels of social cohesion</i>
2) LTCCP/Annual Plan reference and long term financial impact <i>N/A.</i>
3) Treaty of Waitangi considerations <i>N/A</i>
4) Decision-Making <i>N/A</i>
5) Consultation <i>N/A</i>
6) Legal Implications <i>N/A</i>
7) Consistency with existing policy <i>N/A</i>