

## Executive Director's Report – November 4<sup>th</sup> 2017

### **Old Business:**

**Hoopla:** Background – Hoopla is a database that allows the patron to stream movies and TV shows, simultaneously and perpetually. PLSB gave each the nodes a certain amount of money to offset some of the cost for Hoopla, but because of its popularity this money has already been spent and now we are into our own set aside budget money for this database. Originally, there were 10 checkouts allowed for this database, but NLLS predicted that there would be an over expenditure of this item line if the checkout stayed at 10. At a Library Manager's Council Meeting, the checkouts went from 10 to 8 with insignificant effect. In September, the Executive Committee suggested a letter to be distributed to the libraries from the Executive Director and the Library Manager's Council Chair further reducing the checkouts to 5 and to report back in two months, September and October

Results: September's invoice dropped from the average \$6,000 down to \$5,000.

Estimated costs based on September: \$60-70,000 a year at 5 checkouts.

### **New Business:**

#### **Organizational Chart:**

Due to the Plan of Service requirements. The Northern Lights Library System (NLLS) have rearranged the organizational chart as follows:

Administration will see the addition of Assistant Director and Marketing and Communication Manager to the department.

Public Services Department, the Public Services Manager position will no longer exist, however, there will be a possibility of a designated library training/programming consultant for this department in the future.

#### **Staffing:**

**Assistant Director:** We welcome Lois Quail to the Organization as the newly appointed Assistant Director. Lois has had her Master's of Library Science Degree for several years and has specialized in management. Main duties will be managing the Bibliographic Services department, overseeing the Public Services department, grant writing and managing HQ while the Director is away.

**Public Services Manager:** Colette Poitras took a new position at Public Library Services Branch as the Indigenous Librarian. Therefore, her former position has been incorporated into the consultant's position and the manager's position has been dissolved.

**Marketing and Communications Manager:** Former Bibliographic Services Department Manager, Heather Elliott, has taken on the new role as the Marketing and Communications Manager. Heather will be helping the libraries develop their own marketing strategies as well as market the services provided through the Northern Lights Library System.