



# Township of Uxbridge Public Library Board Meeting Agenda

Date: Thursday, March 25, 2021 @ 7:00 pm

Location: Teams Virtual meeting

**Public Access:** Interested parties please pre-register for this meeting by email [aferraro@uxbridge.ca](mailto:aferraro@uxbridge.ca)

1. Call to order:
2. Disclosure of Pecuniary Interest and the General Nature thereof.
3. Approval of Agenda
4. Approval of February Minutes
5. Committees:
  - 6.1 Finance –
    - February accounts
  - 6.2 Governance and HR Committee
    - Safety Plan for Zephyr Library – See attachment
  - 6.3 Community Committee
    - Social Media outreach – Corrinne
    - Dementia Friendly Communities - See attachment
      - Marlena books and other resources.
6. New Business
  - Online comics/graphic novels platform for libraries (component of Cloud Library) - See attachment
  - Inventory update Zephyr- Corrinne
  - Welcome Centre signage (Red Grant)
7. Ongoing Business / Action items
  - SOLS Board Assemblies -Dave P.
  - Facility update (Amanda)
    - Tower Tender (12 interested contractors visited the site).
    - Smaller building cracks in lower level - Engineer visited on March 1.
      - None of the conditions observed are of immediate structural concern. The various cracks in the interior drywall and floor tile



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are generally considered normal given the age/construction of the building. Marking the extents of the cracks is recommended to better identify the rate of change/worsening.

- The debris that has fallen from the exposed stone foundation walls at the north end of the west elevation is consistent with normal thawing process that occurs in stone foundations towards the end of the winter.

**8. Correspondence**

**9. Round Table**

**10. Council Connects**

**11. Date of Next Board Meeting:** April 22<sup>nd</sup>, 7:00 PM

**12. Adjournment**



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Present: Dave Phillips, Gord Shreeve, Lynn Klages, Corrinne Morrison, Amanda Ferraro, Willie Popp, Agnes Croxford, Gary Ruona, Dwight Clements, Dave Barton, Martin Koolhaas

Regrets: Donna Condon

Guests: N/A

## 1. Call to Order @ 7:01 pm.

- Note: This is a virtual meeting and public access was provided by asking for pre-register registration to this meeting by email [aferraro@uxbridge.ca](mailto:aferraro@uxbridge.ca).
- Agenda and pre-registration information was posted on Library website
- No requests were made.

## 2. Disclosure of Pecuniary interest and the General Nature thereof.

✓ No disclosures

## 3. Approval of Agenda

✓ Moved by Gary, seconded by Lynn; carried

## 4. Approval of January Minutes

✓ Moved by Gord, seconded by Agnes; carried

## 6 Committees:

### 6.1 Finance –

- January accounts & January summary
- ✓ Moved by Willie, seconded by Martin; carried
- Re-open in Red (browsing by appointment) March 2
  - Approve Budget implications of \$4,000 to re-open browsing
  - AND THAT the funding be found with saving within the budget.
- ✓ Moved by Dave B, seconded by Lynn; carried

### 6.2 Governance and HR Committee

No report



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## 6.3 Community Committee - Dwight

- No report

## 7 New Business

- Inventory update – Zephyr weeding on-going. Move items around and will re-open in Green with a fresh new look when we re-open.

## 8 Ongoing Business / Action items

- Facility update (Amanda)
- Tower Tender closes March 30<sup>th</sup>.
  - On site visits by appointment only
  - Add balcony replacement to a future agenda?
- Small building cracks discovered in lower level – Engineer will be on site on Monday, March 1 to investigate.
- Welcome Centre signage (Red Grant)
  - Approval of the design

✓ Moved by Lynn, seconded by Agnes; carried

## 9 Correspondence – N/A

## 10 Round Table – N/A

## 11 Council Connects –

- Gary commented on the Zephyr Library – people are very happy
- Willie gave a Culvert update: Things will start looking normal soon. An adjustment to low flow will affect Elgin Pond temporarily and the pond will need to be closed around Mid-March.
- Dave B gave a budget update. Budget has been passed. The Township tax increase came in at 4.27 % however combined with Regional and Provincial we will see a tax increase of 2.31 % overall.



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**12 Date of Next Board Meeting:** March 25<sup>th</sup>, 7:00 PM.

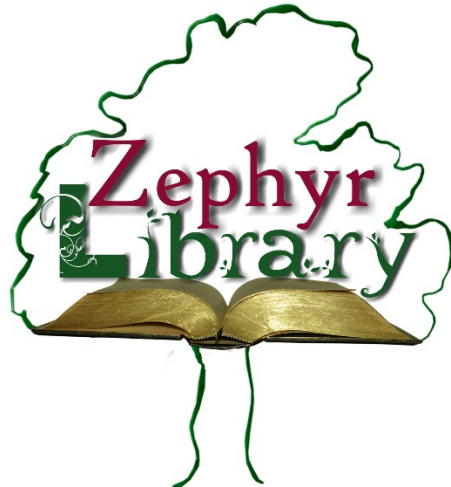
- Moving forward we will book our meetings on the fourth Thursday in a month.

**13 Adjournment** 7:35 pm Martin, Dave

- ✓ Moved by Martin, seconded by Dave B ; carried

Date	Vendor Name	Invoice Number	Invoice Description	Amount \$
2021-02-04	CANADIAN LIVING	RENEWAL-2021-UX.LIB	CANADIAN LIVING MAG RENEWAL	28.19
2021-02-04	CIBC VISA	DEC25 TO JAN24/2021	EXPENSES-DEC 25 TO JAN 24/21	1,274.15
2021-02-04	CONSUMER REPORTS	RENEWAL-2021-UX.LIB	CON. REPORT MAG RENEWAL	68.00
2021-02-04	TACOMA ENGINEERS INC.	77392	TOWER REPAIRS	3,491.47
2021-02-04	UXBRIDGE HORTICULTURAL SOCIETY	NOVEMBER 1/2020	GARDENS	389.79
2021-02-04	MODERN DOG	RENEWAL-2021-UX.LIB	MODERN DOG MAG RENEWAL	33.90
2021-02-04	SHARPE FARM SUPPLIES LTD.	00345185 RO	WATER SOFTENER SALT	58.31
2021-02-04	HARROWSMITH	RENEWAL-2021-UX.LIB	HARROWSMITH MAG RENEWAL	82.00
2021-02-11	ELEVATOR ONE INC.	INV-03906-C4C5	MAINTENANCE	1,465.28
2021-02-11	ENBRIDGE	113542251003/JAN2021	ESTIMATE-DEC 17 TO JAN 18	830.64
2021-02-11	GDL SOLUTIONS INC.	16-1022-LIB	SERVICES-FEB-LIBRARY	2,041.91
2021-02-11	GZA INC.	491828-LIBRARY	SNOW REMOVAL-FEB-LIB	2,949.30
2021-02-11	HEAT-AIR MECHANICAL LTD.	32538	MAINTENANCE INSPECTION	2,430.95
2021-02-11	HEAT-AIR MECHANICAL LTD.	32514	SERVICE	962.60
2021-02-11	LYNDA SADLOWSKI	2101	SUPPLIES	110.00
2021-02-11	SOUTHERN ONTARIO LIBRARY SERV.	16552	2021 LICENSING FEE	1,359.37
2021-02-11	SOUTHERN ONTARIO LIBRARY SERV.	16725	2021 OVERDRIVE E-BOOK	5,339.25
2021-02-18	BELL CANADA	9058529747/FEB2021	TELEPHONE/LONG DIST-FEB	280.72
2021-02-18	BELL CANADA	9054732375/FEB2021	TELEPHONE/LONG DIST-FEB	112.12
2021-02-18	ELEVATOR ONE INC.	INV-04070-X3W2	REPAIRS	378.07
2021-02-18	GC ELECTRIC AND FIRE PROTECTION	6902	MAINTENANCE	519.35
2021-02-18	GDL SOLUTIONS INC.	16-1009	SERVICES	985.81
2021-02-18	LIBRARY SERVICES CENTRE	599479	BOOKS	551.51
2021-02-18	LIBRARY SERVICES CENTRE	599129	BOOKS	526.75
2021-02-18	LIBRARY SERVICES CENTRE	599903	BOOKS	268.57
2021-02-18	THE COMPUTER MEDIA GROUP	1497869-IN	TONER CARTRIDGE	82.93
2021-02-26	LIBRARY SERVICES CENTRE	600236	BOOKS	819.90
2021-02-26	MACLEAN S	UXB.LIBRARY RENEWAL	MAGAZINE RENEWAL	28.19

2021-02-26 PRESSE COMMERCE	PERSO009067914	MAGAZINE RENEWALS	327.14
2021-02-26 XEROX CANADA LTD.	85370274	COPIES	8.03
2021-02-26 DE LAGE LANDEN	7878232	COPIER-2/15/21-3/14/21	196.50
2021-02-26 DE LAGE LANDEN	7915081	COPIER-3/15/21-4/14/21	196.50
2021-02-26 HYDRO ONE NETWORKS INC.	200072033278/FEB2021	HYDRO-JAN 7 TO FEB 5	416.14
2021-02-26 11158465 CANADA INC. C/O JIM NELSON	779214	CARETAKING-FEB	723.20
2021-02-26 HEAT-AIR MECHANICAL LTD.	32740	MAINTENANCE	1,954.50
2021-02-28 CENTRAL COUNTIES TOURISM	MARCH 4, 2021	VISITOR RESEARCH PROGRAM	598.00
2021-02-28 GDL SOLUTIONS INC.	16-1033-LIBRARY	SERVICES-MARCH-LIB	2,041.91
2021-02-28 GZA INC.	491829-LIBRARY	SNOW REMOVAL-MARCH-LIB	2,949.30
2021-02-28 ELEXICON ENERGY	51001548-02/FEB2021	HYDRO-JAN 8 TO FEB 8	735.90
			<b><u>37,616.15</u></b>



**COVID-19  
Safety Plan  
Zephyr Public Library  
13000 Durham Road 39**

**Date Completed: January 8, 2021**

**Revision Date: March 4, 2021**



The following Safety Plan has been developed for the Zephyr Public Library located at 13000 Durham Road 39, Zephyr, ON. The plan has been developed in accordance with the Province of Ontario COVID-19 Response Framework: Keeping Ontario Safe and Open, dated November 3, 2020; Ontario Regulation 364/20: Rules for Areas in Stage 3, as amended by Ontario Regulation 642/20 (November 6, 2020); and Ontario Regulation 263/20: Rules for Areas in Stage 2, as amended by Ontario Regulation 642/20 (November 6, 2020).

The COVID-19 Response Framework identifies five levels of public health measures as follows:



The Safety Plan describes the measures and procedures which have been implemented or will be implemented by the Library to reduce the transmission risk of COVID-19 based on each of the above levels of public health measures. As the Province determines changes to the public health measures for the Region of Durham, the Library will adjust operations in accordance with this plan.

The Uxbridge Public Library Board understands that all Safety Plans for the library facility will be based on orders and recommendations from health authorities and the Governments of Ontario and Canada. This is a fluid document and will be revisited and revised regularly by the Library's management team as more information is made available. The updated Safety Plan will be forwarded to the Library's Health and Safety Worker Representatives for comments and feedback.

The Safety Plan will be shared with all staff and posted in a prominent location.

<b>Prevent (Standard Measures)</b>	
<b>Staff</b>	<ul style="list-style-type: none"> <li>● Staff are encouraged to self-screen prior to arriving at the Library for a shift and call their supervisor if they are exhibiting any symptoms of COVID-19</li> <li>● <b>If self-screening is not passed then staff must not enter the workplace and must self-isolate immediately. Staff must contact their supervisor (<a href="mailto:corrinne.morrison@uxlib.com">corrinne.morrison@uxlib.com</a>) and seek and follow medical advice before they return to work</b></li> <li>● <b>If any staff shows symptoms of COVID-19 while at work, they should go home and self-isolate immediately.</b></li> <li>● <b>If any staff tests positive for COVID-19, Library management will contact Durham Health for guidance and direction. Direction may include self-isolation for staff who were exposed, shutting down the workplace for disinfection, etc.</b></li> <li>● <b>If any staff tests positive for COVID-19, Library management will give written notice to the Board, the Municipal CAO, Council, all staff, Ministry of Labour, WSIB, and the Library’s Health and Safety Worker Representatives within 4 days.</b></li> <li>● <b>Wearing of masks or face coverings is mandatory within the Library building</b></li> <li>● <b>Staff may remove masks providing they are the only person in the building AND not handling items that may be borrowed in the next 72 hours</b></li> <li>● <b>Hand washing/sanitizing required on a regular basis</b></li> <li>● <b>Sanitization of workstations required at the end of a shift</b></li> <li>● <b>Physical distancing of 2 m to be maintained whenever possible in addition to a mask or face covering.</b></li> <li>● <b>Proper coughing and sneezing etiquette required and staff should avoid touching their face</b></li> <li>● <b>Face masks, gloves and face shields will be made available for staff</b></li> <li>● <b>Staff permitted to work from home if job duties allow</b></li> <li>● <b>In person staff meetings are permitted as long as physical distancing can be maintained</b></li> </ul>
<b>Facility</b>	<ul style="list-style-type: none"> <li>● <b>Clear signage will be posted at all entrances with screening questions and instructions</b></li> <li>● <b>A physical barrier will be provided between staff and visitors</b></li> <li>● <b>Floor markings will be in place to indicate proper physical distances for outdoor waiting spots as well as indoor traffic flow for any browsing that is permitted</b></li> <li>● <b>Access to the washroom for the public is not permitted</b></li> </ul>

	<ul style="list-style-type: none"> <li>● Exterior drop box is available for materials return. No returned items to be accepted at circulation desk.</li> <li>● All returned materials will be isolated for 72 hours before being checked in</li> <li>● May consider offering in person programming with physical distancing, mask wearing &amp; room occupancy limitations in place</li> <li>● May consider resuming regular operating hours</li> </ul>
<p><b>Visitors</b></p>	<ul style="list-style-type: none"> <li>● No one is permitted to enter the building if they are exhibiting any COVID-19 symptoms</li> <li>● Visitors must wear a mask when inside the facility, disposable masks are available for any visitors who do not have a mask or face covering</li> <li>● No food or drink is allowed for visitors so they will not have a reason to remove masks</li> <li>● On arrival, visitors must sanitize their hands with hand sanitizer</li> <li>● Browsing may be possible with modifications and time restrictions.</li> <li>● In person interaction with visitors is permitted as long as masks are worn and physical distance can be maintained</li> <li>● Passive contact tracing is maintained by means of circulation records and computer booking sheets</li> </ul>

<b>Protect (Strengthened Measures)</b>	
<b>Staff</b>	<ul style="list-style-type: none"> <li>● Staff are asked to self-screen prior to arriving at the Library for a shift and call their supervisor if they are exhibiting any symptoms of COVID-19</li> <li>● If self-screening is not passed then staff must not enter the workplace and must self-isolate immediately. Staff must contact their supervisor (<a href="mailto:corrinne.morrison@uxlib.com">corrinne.morrison@uxlib.com</a>) and seek and follow medical advice before they return to work</li> <li>● If any staff shows symptoms of COVID-19 while at work, they should go home and self-isolate immediately.</li> <li>● If any staff tests positive for COVID-19, Library management will contact Durham Health for guidance and direction. Direction may include self-isolation for staff who were exposed, shutting down the workplace for disinfection, etc.</li> <li>● If any staff tests positive for COVID-19, Library management will give written notice to the Board, the Municipal CAO, Council, all staff, Ministry of Labour, WSIB, and the Library’s Health and Safety Worker Representatives within 4 days.</li> <li>● Wearing of masks or face coverings is mandatory within the Library building</li> <li>● Staff may remove masks providing they are the only person in the building AND not handling items that may be borrowed in the next 72 hours</li> <li>● Hand washing/ sanitizing required on a regular basis</li> <li>● Sanitization of workstations required at the end of a shift</li> <li>● Physical distancing of 2 m to be maintained whenever possible in addition to a mask or face covering.</li> <li>● Proper coughing and sneezing etiquette required and staff should avoid touching their face</li> <li>● Face masks, gloves and face shields will be made available for staff</li> <li>● Staff permitted to work from home if job duties allow</li> <li>● In person partial staff meetings are permitted as long as physical distancing can be maintained</li> <li>● <b>Full staff meetings are virtual only</b></li> </ul>
<b>Facility</b>	<ul style="list-style-type: none"> <li>● Clear signage will be posted at all entrances with screening questions and instructions</li> <li>● A physical barrier will be provided between staff and visitors</li> <li>● Markings will be in place to indicate proper physical distances for outdoor waiting spots</li> <li>● Only one person/family to be in lobby at a time</li> <li>● Access to the washroom for the public is not permitted</li> </ul>

	<ul style="list-style-type: none"><li>● Exterior drop box is available for materials return. No returns to be accepted by staff at any of the circulation desk.</li><li>● All returned materials will be isolated for 72 hours before being checked in</li><li>● <b>The computers, printers and any other devices that require high levels of touching will not be available for public use, staff may make copies for visitors when possible</b></li></ul>
<b>Visitors</b>	<ul style="list-style-type: none"><li>● Members of the public entering the alcove are passively screened by means of signage</li><li>● No one is permitted to enter the building if they are exhibiting any COVID-19 symptoms</li><li>● Visitors must wear a mask when inside the facility, disposable masks are available for any visitors who do not have a mask or face covering</li><li>● No food or drink is allowed for visitors so they will not have a reason to remove masks</li><li>● On arrival, visitors must sanitize their hands with hand sanitizer</li><li>● <b>Browsing will not be permitted, Express pick up ONLY</b></li><li>● <b>Visitors will be able to make payments with cash but no change will be given</b></li><li>● <b>Passive contact tracing is maintained by means of the circulation software.</b></li></ul>

<b>Restrict (Intermediate Measures)</b>	
<b>Staff</b>	<ul style="list-style-type: none"> <li>● Staff are required to self-screen prior to arriving at the Library for a shift and call their supervisor if they are exhibiting any symptoms of COVID-19</li> <li>● An email must be sent to <a href="mailto:corrinne.morrison@uxlib.com">corrinne.morrison@uxlib.com</a> confirming successful completion of the self-screening before beginning shift as an additional precaution</li> <li>● If self-screening is not passed then staff must not enter the workplace and must self-isolate immediately. Staff must contact their supervisor (<a href="mailto:corrinne.morrison@uxlib.com">corrinne.morrison@uxlib.com</a>) and seek and follow medical advice before they return to work</li> <li>● If any staff shows symptoms of COVID-19 while at work, they should go home and self-isolate immediately.</li> <li>● If any staff tests positive for COVID-19, Library management will contact Durham Health for guidance and direction. Direction may include self-isolation for staff who were exposed, shutting down the workplace for disinfection, etc.</li> <li>● If any staff tests positive for COVID-19, Library management will give written notice to the Board, the Municipal CAO, Council, all staff, Ministry of Labour, WSIB, and the Library’s Health and Safety Worker Representatives within 4 days.</li> <li>● Wearing of masks or face coverings is mandatory within the Library building</li> <li>● Staff may remove masks to eat or drink ONLY when in an area where they are physically distanced by more than 2m AND no visitors are present AND not handling items that may be borrowed in the next 72 hours</li> <li>● Hand washing/ sanitizing required on a regular basis</li> <li>● Sanitization of workstations required at the end of a shift</li> <li>● Physical distancing of 2 m to be maintained whenever possible in addition to a mask or face covering.</li> <li>● Proper coughing and sneezing etiquette required and staff should avoid touching their face</li> <li>● Face masks, gloves and face shields will be made available for staff</li> <li>● Staff permitted to work from home if job duties allow</li> <li>● In person partial staff meetings are permitted as long as physical distancing can be maintained.</li> <li>● Full staff meetings are virtual only</li> </ul>
<b>Facility</b>	<ul style="list-style-type: none"> <li>● Clear signage will be posted at all entrances with screening questions and instructions</li> <li>● A physical barrier will be provided between staff and visitors</li> </ul>

	<ul style="list-style-type: none"> <li>● Markings will be in place to indicate proper physical distances for outdoor waiting spots</li> <li>● Access to the washroom for the public is not permitted</li> <li>● Exterior drop box is available for materials return. No items will be accepted by staff at the circulation desks</li> <li>● All returned materials will be isolated for 72 hours before being checked in</li> <li>● The computers, printers and any other devices that require high levels of touching will not be available for public use, staff may make copies for visitors when possible</li> </ul>
<p><b>Visitors</b></p>	<ul style="list-style-type: none"> <li>● No one is permitted to enter the building if they are exhibiting any COVID-19 symptoms</li> <li>● Visitors must wear a mask when inside the facility, disposable masks are available for any visitors who do not have a mask or face covering</li> <li>● No food or drink is allowed for visitors so they will not have a reason to remove masks</li> <li>● On arrival, visitors must sanitize their hands with hand sanitizer</li> <li>● Browsing will not be permitted, Express pick up ONLY</li> <li>● Visitors will be able to make payments with cash but no change will be given</li> <li>● Passive contact tracing is maintained by means of the circulation software.</li> </ul>

<b>Control (Stringent Measures)</b>	
<b>Staff</b>	<ul style="list-style-type: none"> <li>● Staff are required to self-screen prior to arriving at the Library for a shift and call their supervisor if they are exhibiting any symptoms of COVID-19</li> <li>● Completion of paper-based (email version acceptable) self-screening mandatory before beginning shift as an additional precaution</li> <li>● If screening is not passed then staff must either not enter or leave the workplace and must self-isolate immediately. Staff must contact their supervisor (<a href="mailto:corrinne.morrison@uxlib.com">corrinne.morrison@uxlib.com</a>) and seek and follow medical advice before they return to work</li> <li>● If any staff shows symptoms of COVID-19 while at work, they should go home and self-isolate immediately.</li> <li>● If any staff tests positive for COVID-19, Library management will contact Durham Health for guidance and direction. Direction may include self-isolation for staff who were exposed, shutting down the workplace for disinfection, etc.</li> <li>● If any staff tests positive for COVID-19, Library management will give written notice to the Board, the Municipal CAO, Council, all staff, Ministry of Labour, WSIB, the Library’s Health and Safety Worker Representatives within 4 days.</li> <li>● Wearing of masks or face coverings is mandatory within the Library building</li> <li>● Staff may remove masks to eat or drink ONLY when alone in the building AND not handling items that may be borrowed in the next 72 hours</li> <li>● Hand washing/ sanitizing required on a regular basis</li> <li>● Sanitization of workstation required at the end of a shift</li> <li>● Physical distancing of 2 m to be maintained whenever possible in addition to a mask or face covering.</li> <li>● Proper coughing and sneezing etiquette required and staff should avoid touching their face</li> <li>● Face masks, gloves and face shields will be made available for staff</li> <li>● Staff permitted to work from home if job duties allow</li> <li>● <b>Full or Partial Staff meetings are virtual only</b></li> </ul>
<b>Facility</b>	<ul style="list-style-type: none"> <li>● Clear signage will be posted at all entrances with screening questions and instructions</li> <li>● A physical barrier will be provided between staff and visitors</li> <li>● Markings will be in place to indicate proper physical distances for outdoor waiting spots</li> <li>● Access to the washroom for the public is not permitted</li> </ul>



	<ul style="list-style-type: none"><li>● Exterior drop box is available for materials return. No returned items to be accepted at circulation desks.</li><li>● All returned materials will be isolated for 72 hours before being checked in</li><li>● The computers, printers and any other devices that require high levels of touching will not be available for public use, staff may make copies for visitors when possible</li><li>● <b>Donated Materials will not be accepted</b></li></ul>
<b>Visitors</b>	<ul style="list-style-type: none"><li>● No one is permitted to enter the building if they are exhibiting any COVID-19 symptoms</li><li>● Visitors must wear a mask when inside the facility, disposable masks are available for any visitors who do not have a mask or face covering</li><li>● Browsing will not be permitted, Express pick up ONLY</li><li>● No food or drink is allowed for visitors so they will not have a reason to remove masks</li><li>● On arrival, visitors must sanitize their hands with hand sanitizer</li></ul>

<b>Lockdown (Maximum Measures)</b>	
<b>Staff</b>	<ul style="list-style-type: none"> <li>● Staff are required to self-screen prior to arriving at the Library for a shift and call their supervisor if they are exhibiting any symptoms of COVID-19</li> <li>● Completion of paper-based (email version accepted) self-screening mandatory before beginning shift as an additional precaution</li> <li>● If paper screening is not passed then staff must either not enter or leave the workplace and must self-isolate immediately. Staff must contact their supervisor (<a href="mailto:corrinne.morrison@uxlib.com">corrinne.morrison@uxlib.com</a>) and seek and follow medical advice before they return to work</li> <li>● If any staff shows symptoms of COVID-19 while at work, they should go home and self-isolate immediately.</li> <li>● If any staff tests positive for COVID-19, Library management will contact Durham Health for guidance and direction. Direction may include self-isolation for staff who were exposed, shutting down the workplace for disinfection, etc.</li> <li>● If any staff tests positive for COVID-19, Library management will give written notice to the Board, the Municipal CAO, Council, all staff, Ministry of Labour, WSIB, the Library’s Health and Safety Worker Representatives within 4 days.</li> <li>● Wearing of masks or face coverings is mandatory within the Library building</li> <li>● Staff may only remove masks to eat or drink and then ONLY when alone in the building</li> <li>● Hand washing/ sanitizing required on a regular basis</li> <li>● Sanitization of shared workstations required at the end of a shift</li> <li>● Physical distancing of 2 m to be maintained whenever possible in addition to a mask or face covering.</li> <li>● Proper coughing and sneezing etiquette required and staff should avoid touching their face</li> <li>● Face masks, gloves and face shields will be made available for staff</li> <li>● Staff permitted to work from home if job duties allow</li> <li>● No in person staff meetings, virtual only</li> </ul>
<b>Facility</b>	<ul style="list-style-type: none"> <li>● <b>Clear signage will be posted at all entrances that the building is closed except for contactless pickup in alcove</b></li> <li>● Browsing will not be permitted, Express pick up ONLY</li> <li>● Access to the washroom for the public will not be permitted</li> <li>● Exterior drop box is available for materials return. No items will be accepted at the Express Pick-Up desk</li> <li>● All returned materials will be isolated for 72 hours before being checked in</li> <li>● Donated materials will not be accepted</li> </ul>

<b>Visitors</b>	<ul style="list-style-type: none"><li>● No one is permitted to enter the building if they are exhibiting any COVID-19 symptoms</li><li>● Visitors must wear a mask when inside the facility, disposable masks are available for any visitors who do not have a mask or face covering</li><li>● Browsing will not be permitted, Express pick up ONLY</li><li>● No food or drink is allowed for visitors so they will not have a reason to remove masks</li><li>● On arrival, visitors must sanitize their hands with hand sanitizer</li></ul>
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## Creating a Dementia Friendly Community Training, March 15 for Township Council and Staff

- Very informative training session on how EVERYONE in a community can help people who are living with dementia
  - key suggestion was to be kind and patient
    - Example: If you see someone looking lost, stop and ask if they need help  
OR if you see someone struggling in a store to find items, ask if you can assist
- Library example: we often have people who can not remember if they read a particular book, staff here are fantastic at checking their loan history to help them
  - <https://www.youtube.com/watch?v=Fz8ACEu7Lho&t=10s>

### Marlena Books

The Uxbridge Public Library has 3 from this series  
The Railroad, The Hockey Game and A Love that Waited

### Our Story

Named after founder **Rachel Thompsons'** grandmothers Marilyn and Helena, Marlena Books was created to encourage individuals with Alzheimer's and dementia to keep reading. Marilyn lives with dementia and inspired Thompson to create recreational tools for individuals with Alzheimer's and dementia who are often left with limited recreational tools to engage with.

At Marlena Books, **our team** values the importance of maintaining dignity for individuals with Alzheimer's and dementia. We are focused on improving the well-being of individuals with Alzheimer's and dementia. Our products have been well received by the dementia community and we are expanding our product line to better support the needs of individuals living with Alzheimer's and dementia. Our customers have expressed their love for our products, vision, and our support to individuals with Alzheimer's and dementia to engage in their favourite leisure activities while feeling dignified.

Books are able to be read independently or used with friends, family, or support partners. They feature mature, engaging content at appropriate reading levels in order to ensure that readers can navigate throughout the books with ease. The books also include beautiful, captivating artwork to enhance the reading experience.

Marlena Books promotes ability and dignity for all individuals and is committed to providing **#ReadingBeyondDementia**.

For more information please **contact us**.



## Testimonials



*I took the books to mom today. She always liked hockey (partly because she has three sons after a daughter) and started reading aloud right away! In fact read most of the book aloud while I was there. So happy to have received four of your books. Thank you again for sharing your literary skills! Since vascular dementia set in 5 to 6 years ago, I had never seen her pick up a book and just start reading aloud plus comment as she read. Thank you!*

- Sharon and mother, Betty






*I love your books and love the fact that they are not making a senior or adult with dementia feel like they are reading a child's book. My Mom has always loved reading, and as the Alzheimer's progresses, she is not picking up the newspaper, magazine or book herself anymore, I don't think it occurs to her anymore. However, when being read to, or reading together, Mom will still read along some of the words in your books. I removed a child's Sonic Hedgehog comic-like book, or some title like that, from her room since my Mom has always been highly intelligent and as the disease progressed got very agitated if she felt she was being spoken down to, or treated like she was "dumb" (her word not mine). Novels would be too hard for Mom to follow along with or even remember what happened from one paragraph to the next. Your books ensure Mom still keeps her dignity while reading them or being read to and enables her to follow along with the story. It is such an awesome thing you have and are doing creating these books. Thank you!! - Janet and her mother, Wylma*

## Library Pass/Comics Plus

- Comics Plus – Platform with 20,000 graphic novels and comics, NO holds, multiple users at one time!
- Attended information session on CloudLibrary (competitor of OverDrive)
- CloudLibrary recently purchased Comics Plus and currently offering as a stand-alone but will be incorporated into their platform in Fall 2021
- Annual Subscription \$1510 for ComicsPlus
- This would complement our current OverDrive and PressReader subscriptions
- Some content is more suitable for teens/adults so I have a request in for more info on parental controls
- Many libraries have switched from OverDrive to CloudLibrary and we should consider for 2022, there are quite a few positive features.

**LIKE READING COMICS?**

**FOLLOW US ON SOCIAL MEDIA!**

### READ DIGITAL COMICS

Anytime, anywhere—with your library card!

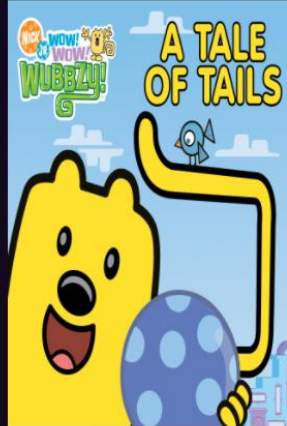
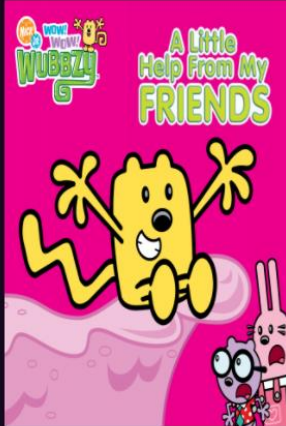
With LibraryPass' ComicsPlus, you have access to more than 20,000 digital comics, graphic novels, and manga—including popular titles like Avatar: The Last Airbender, Bee and Puppycat, Big Nate, Bone, Dramacon, Hero House, How to Draw Manga, Kirby Genesis, My Little Pony, Sabrina The Teenage Witch, Stranger Things, Teenage Mutant Ninja Turtles, and hundreds more.

Every title is available 24 hours a day, 7 days a week for offline reading—no waiting on holds lists, no wasting data! All you need is your library card or school ID to get started.

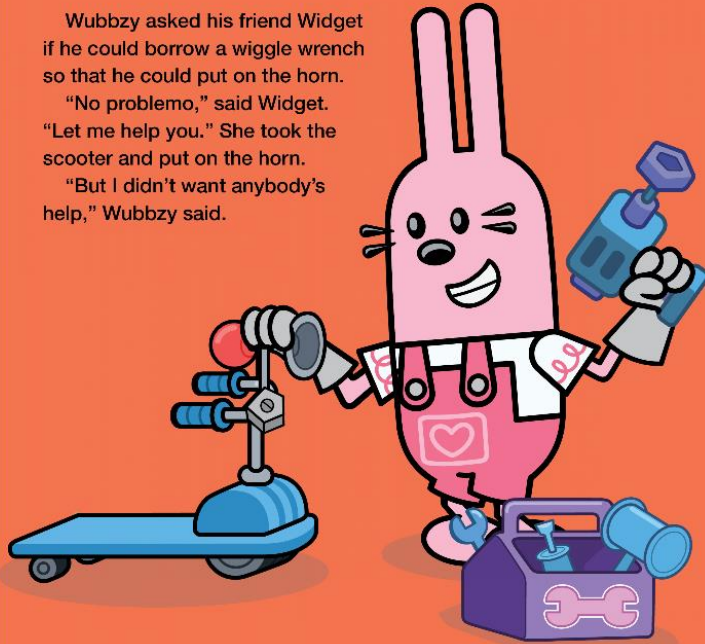
Available on the **App Store**

GET IT ON **Google Play**

Children x



Wubbzy asked his friend Widget so that he could put on the horn.  
 “No problemo,” said Widget.  
 “Let me help you.” She took the scooter and put on the horn.  
 “But I didn’t want anybody’s help,” Wubbzy said.



Wubbzy headed home to plant his new flower. Just then, Wubbzy’s friend Walden came over.  
 “Hi, Wubbzy!” Walden said. “Be sure to fertilize that flower.”  
 “But I don’t know how,” Wubbzy said.  
 “I’ll help you!” said Walden as he planted the flower himself.

