

**Ontario Public Library Guidelines
Audit Report
County of Prince Edward Public Library**

(Multi – branch library)

The County of Prince Edward Public Library is being recommended for accreditation.

Date of Audit: September 22, 2005 (all branches)

Auditors: Karen Schecter, Smiths Falls Public Library
Hélène Golden, Southern Ontario Library Service

The County of Prince Edward Public Library has developed greatly since the amalgamation of several smaller units of service. They have solid policies in place, as well as an excellent planning cycle. Their services are constantly assessed, and deficiencies addressed. When we visited, several ongoing improvements were planned, including automatic door openers for all branches, and community signs. As these had all been ordered, the auditors chose to give the system credit.

Their service-oriented planning and organization garnered all of the branches a score of 25/25, or 100% for section 1 of the guidelines checklist.

Score Results – Milford Branch

	<i>Score</i>	<i>Percent</i>	<i>Minimum % Required</i>
Section 1	25/25	100%	80%
Section 2	19/21	90%	80%
Section 3	43/43	100%	80%
Section 4	29/29	100%	80%
Section 5	6/6	100%	80%
Section 6	9/9	100%	80%
Total	131/133	98%	90%

Comments:

This branch is housed in a newly built building, and is an entirely adequate facility for the community. There were very few “no” answers in this branch. The space is well thought out, and logically organized.

SECTION 2 – Accessibility

2.5.1 Maximum height, Adult – The majority of materials in the adult section are stored in such a way that the highest shelf is 60 inches or less..

In every section, the top shelf of the stacks was used.

2.5.2 Maximum height, child – The majority of materials in the children’s section are stored in such a way that the highest shelf in 48 inches or less.

As above.

Score Results – Bloomfield Branch

	<i>Score</i>	<i>Percent</i>	<i>Minimum % Required</i>
Section 1	25/25	100%	80%
Section 2	17/21	81%	80%
Section 3	42/43	95%	80%
Section 4	29/29	100%	80%
Section 5	6/6	100%	80%
Section 6	9/9	100%	80%
Total	128/133	96%	90%

Comments:

The Bloomfield Branch is on the main street of a thriving town, and is quite visible in the community. Although some renovation has been done to the interior, there were still some deficiencies.

SECTION 2 – Accessibility

2.3.5 Washrooms - The library provides a washroom that is wheelchair-accessible and equipped for users with physical disabilities.

This is the only branch with washrooms not up to standard.

2.4.1 Parking – Adequate and convenient parking (including handicapped-accessible parking space) is available at or near the service outlet.

Parking in Bloomfield is difficult to find. There is no designated parking, and, in a busy town during the summer season, street parking is difficult to find.

2.5.1 Maximum height, Adult – The majority of materials in the adult section are stored in such a way that the highest shelf is 60 inches or less..

In every section, the top shelf of the stacks was used.

2.5.2 Maximum height, child – The majority of materials in the children’s section are stored in such a way that the highest shelf in 48 inches or less.

As above.

SECTION 3 – Resources

3.4.5 Interior lighting – Lighting levels are adequate on reading surfaces.

Although lighting in the front part of this space is excellent, the portion of the building that houses the collection is quite dim. The light fixtures run crosswise to the aisles, making shadows and causing uneven illumination.

Score Results – Wellington Branch

	<i>Score</i>	<i>Percent</i>	<i>Minimum % Required</i>
Section 1	25/25	100%	80%
Section 2	20/21	95%	80%
Section 3	43/43	100%	80%
Section 4	29/29	100%	80%
Section 5	6/6	100%	80%
Section 6	9/9	100%	80%
Total	132/133	99%	90%

Comments:

The Wellington Branch is in a renovated facility, recently made fully accessible by the addition of an elevator. It is spacious and bright, with good use of colour and comfortable and inviting furniture. The layout was excellent, and plans have been drawn up for further improvements.

The one benchmark not met was the use of the top shelf in the adult shelving. The library system has chosen to maintain wide aisles and seating space, as well as to provide larger collections. Although the shelves are not over-crowded, they are higher than the benchmarks suggest.

Score Results – Consecon Branch

	<i>Score</i>	<i>Percent</i>	<i>Minimum % Required</i>
Section 1	25/25	100%	80%
Section 2	21/21	100%	80%
Section 3	42/43	98%	80%
Section 4	29/29	100%	80%
Section 5	6/6	100%	80%
Section 6	9/9	100%	80%
Total	132/133	99%	90%

Comments:

The Consecon Branch is housed in a church, and provides charm and warmth in a non-traditional library space. A Heritage property, the branch is accessible. The use of casters under the shelving stacks allows for some flexibility of space use.

A single benchmark was unmet at this library, regarding temperature control. We acknowledge the difficulty of heating and cooling an old stone church, nevertheless, this was a deficiency.

Score Results – Ameliasburgh Branch

	<i>Score</i>	<i>Percent</i>	<i>Minimum % Required</i>
Section 1	25/25	100%	80%
Section 2	20/21	95%	80%
Section 3	43/43	100%	80%
Section 4	29/29	100%	80%
Section 5	6/6	100%	80%
Section 6	9/9	100%	80%
Total	132/133	99%	90%

Comments:

The Ameliasburgh branch is housed in an old schoolhouse. It is well organized, uncluttered, and offers a variety of services.

The one benchmark unmet is wheelchair accessibility at the front door. There are plans in place to remediate this, but, for the time being, the door is too narrow to accommodate a wheelchair.

The plans include full accessibility to the building and to the washrooms.

Score Results – Picton Branch

	<i>Score</i>	<i>Percent</i>	<i>Minimum % Required</i>
Section 1	25/25	100%	80%
Section 2	20/21	95%	80%
Section 3	43/43	100%	80%
Section 4	29/29	100%	80%
Section 5	6/6	100%	80%
Section 6	9/9	100%	80%
Total	132/133	99%	90%

Comments:

The Picton Branch is a lovely Carnegie-style building on the main street. It has good visibility, and has been recently upgraded and re-arranged to make maximum use of

space. The addition of a teen room and a computer lab has made it a focus for the youth of the town.

As noted elsewhere, the only unmet benchmark deals with the use of the highest shelves in the adult section.

The County of Prince Edward Public Library is working very well as a system. Long range plans are in place to improve the physical spaces housing the service points. In addition, care is taken with collections, with services, and with staffing. Every aspect of library service is evaluated with an intention of provided better service that reflects the needs and wants of the community.

The Board and the CEO are to be commended for their efforts. The County of Prince Edward Public Library deserves accreditation.