JLS

JAMAICA LIBRARY SERVICE

VISION

In the year 2016, we are a well-resourced, well-managed and technology-enhanced organization, with well trained, competent and satisfied staff providing universal access to information and knowledge, resulting in excellence in customer service, an information literate society and a positive impact on national development.

MISSION

The Jamaica Library Service exists to enable national development through the creation and support of a knowledge-based society of culturally aware lifelong learners by providing universal access to information. This will be achieved by being customer-focused and technology-enhanced; in an aesthetically pleasing environment; and by a well-trained, competent, motivated and empowered team

CORE VALUES – RICOA

Respect
Integrity
Commitment
Open-mindedness
Accountability

ANNUAL REPORT
APRIL 2006 - MARCH 2007

JAMAICA LIBRARY SERVICE

ANNUAL REPORT

April 2006 – March 2007

Jamaica Library Service
2 Tom Redcam Drive
Cross Roads
Kingston 5

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Professor Fay Durrant

Mr. Roy Golding

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Mr. Paul Lalor

Mr. Earl Moxam

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HISTORICAL   OVERVIEW

The Jamaica Library Service was established as the national free public library system in 1948, using as its foundation five (5) existing community libraries in Manchester, St. Elizabeth, St. James, Westmoreland and St. Ann. Initial funding for the organization was provided by the British Council and the Government of Jamaica. However in 1959 the grant from the British Council ceased. The Government of Jamaica has since assumed sole responsibility for the financial maintenance of the Service.

In the early years, the administration, from its Headquarters in Kingston, conscious of the information needs of the country, placed emphasis on laying the groundwork for as much coverage of the island as possible.

Consequently, by 1951 the Jamaica Library Service had expanded into twelve Parishes with twelve (12) Main Libraries, one Branch Library and five (5) Book Centres. The Book Centres were managed by volunteers and opened for only a few hours each week. Only Kingston and St. Andrew was not yet covered.

A free Postal Service was instituted to further extend the coverage.

A Library Service to Schools began in 1952 and by 1955, some seven hundred (700) schools were being provided with books.

In 1957 a Bookmobile Service was introduced to one hundred and twenty-six (126) of those schools.

A programme of providing a suitable Headquarters and adequate buildings to house Libraries was undertaken during this period and culminated in the construction in 1958 of premises on Tom Redcam Drive in Kingston to house both the administrative Headquarters and the Public Library for the capital city. All fourteen (14) Parishes were now covered.

The use of Bookmobiles as a means of extending the public library service was introduced in 1958. The first unit was deployed in down town Kingston.

The organizational framework and policy mandates of the Service were codified by the passing of the Jamaica Library Service Law in 1949 with amendments in 1953 and 1961.

The organization has made significant progress since those early years. The succeeding pages catalogue the activities during 2006-2007 – the fifty-ninth year of the Jamaica Library Service.

EXECUTIVE   SUMMARY

The implementation of a Five Year Strategic Development Plan in November 2006 acted as a catalyst in enabling the organization to carry out its mandate to facilitate and influence national development - creating and supporting a knowledge-based society of life-long learners by being more customer focused and technology enhanced.

The new Mission and Vision statements, facets of the Strategic Development Plan, created positive impact on both internal and external customers, galvanized staff and rekindled public interest in the Service, while the new logo provided visual representation of a re-vitalized, re-focused organization depicting the spirit of its mission and vision.

A sustained training programme and the provision of opportunities and encouragement for self-development, a clearer vision of identified organizational and individual goals produced an improved concept of team-work resulting in more competent, productive and satisfied staff and enhanced the quality of service delivery and the level of customer satisfaction.

Every effort was made during this year to provide an aesthetically pleasing environment for clients and staff at all locations. Extensive refurbishing of the majority of Libraries in the Network and re-branding buildings and vehicles in the corporate colours continued. This was supported by establishing attractive Homework Centres, Reading Corners and Tiny Tot niches in Libraries as well as accelerating a programme of landscaping and beautification of grounds.

Extension Activities geared to the interests and concerns of the clientele were expanded and enriched through collaboration with other agencies. An expansion of the National Reading Competition and Fair as signal events in the Library's calendar, active collaboration with Education Officers and Principals to ensure support for School Libraries, discussions and orientation sessions with Early Childhood educators and a vigorous Public Relations and Marketing programme facilitated access to Library and Information Services in the majority of schools island wide and offered opportunities for lifelong learning across the nation to persons of all ages and in all geographical areas , including slow learners, the physically challenged, incarcerated, institutionalized and housebound.

Another initiative of note was the Memory of the Parish Project piloted in Portland, St. Elizabeth and Trelawny. The project is a formalization and expansion of the local history programme already in place in all Main Libraries in the Network. The aim of the project is to ensure the collection, preservation and dissemination of information related to the cultural and social history of local communities.

The provision by the Ministry of Education and Youth of subvention funds of over ten million dollars ($10M) and special funds of fifty million dollars ($50M) under its Transformation Programme for the purchase of books and multimedia material represented significant improvement over recent years. The allocation allowed for the purchase of these items for the Public Library Network and represented a three hundred percent (300%) increase over the previous year's purchases. Among the purchases were one hundred and six (106) sets of the latest editions of encyclopedias in support of a programme specifically targeted to the branch network to ensure that users of rural Service Points, including Correctional Institutions, have access to basic and authoritative information sources.

For the Schools Library Network sixty-three thousand, one hundred and seventy (63,170) items of resource material were purchased, representing an increase of over fifty percent (50%) over last year's figure. These included one hundred and seventy (170) sets of encyclopedias to replace outdated sets in School Libraries, resulting in significant improvements in their collections.

Achievements during the year included the equipping of a number of Libraries with Asymmetrical Digital Subscriber Lines, expanded training by Public Libraries in information communication technology for senior citizens and pupils in early childhood educational institutions, improved administrative functions utilizing the technological facilities provided through the acquisition of one hundred and sixty-eight (168) computers and the commissioning into service of the Local Area Network for the Headquarters of the Service and the Kingston & St. Andrew Parish Library.

As an added boost to improvements in its Information Communication Technology programme, the organization received confirmation towards the end of the year of funding to be provided by the Universal Access Fund Co. Ltd for the acquisition of three hundred and thirty three (333) computers for   public access, ICT equipment for Mobile Libraries and software for the visually challenged.

During the year the organization celebrated the election of Professor Fay Durrant, a Director of the Board, to the Vice-Presidency of UNESCO's Information for All Programme. Prestigious awards received this year included: the 'University of Puerto Rico Press Award' from the Association of Caribbean University, Research and Institutional Libraries (ACURIL) for the National Reading Competition and the 'Best NGO/Public Sector Booth' from the Jamaica Foundation's Children's Expo. Second Place in the 'Best Booth Competition' was also awarded to the Service at the Children's Expo 2006.

As outlined above, there were significant gains this year and regrettably, some disappointments as the vision of free internet access throughout the Service was not realised. However, we are confident that there will be better news in the new year.

Staffing challenges and inadequate space provided limitations, but overall there was significant progress recorded in the re-establishment and proper functioning of dormant school libraries, encouragement from staff and public response to the programmes as well as welcome increase in corporate interest and sponsorship and co-operation at the level of Government ministries and agencies.
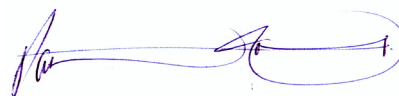
The trend of the past fifty-eight years continued with the Service being a beneficiary of the voluntary effort, interest, commitment and selfless involvement of the Board and its Committees. The Board suffered a reduction in numbers over the past year as four Directors resigned. Mrs. Eva Murdock and Mr. Earl Moxam, having demonstrated their commitment as Chair of the Human Resource Committee and member of the Development Committee respectively, resigned because of the pressure of other duties. Mrs. Maria Jones resigned consequent on her appointment to the position of Permanent Secretary in the Ministry of Education and Youth and Mrs. Jacqueline Cousins, on her retirement, resigned as representative of that Ministry. The Jamaica Library Board remains grateful for the expertise and vision of members of the Parish Library Network Committees and for assistance received from individual Parish Councils. Also, the Jamaica Library Board lauds the hard work, commitment and dedication of the Management and staff over the period.

The successes of the Jamaica Library Service in this year may be attributed also to the generosity of developmental partners and benefactors.

The Jamaica Library Service looks forward to the continuation of this trend. The organization will commemorate, in the year 2008/2009, sixty (60) years spent in fulfillment of its mandate and will celebrate progress in the achievement of its Vision.

Dr. Simon Clarke   Mrs. Patricia Roberts
Chairman   Director General

PUBLIC LIBRARY NETWORK

From the corporate level and through field operations, the Public Library Network met the objectives of the Jamaica Library Service by providing resources, programmes and services to supply the information needs of individuals and groups thereby facilitating personal, community and national development.

The programmes, activities and performance of the Network were guided by the Strategic Development Plan 2006-2011 as the organization sought to re-examine, renew and reposition itself to be more proactive and responsive to the needs of an emergent information society.

The Public Library Network is structured as follows:

Headquarters
Office of the Director - Public Library Network
The Technical Departments:
   - Accessions Department
   - Cataloguing Department
   - Circulations Department

Field Operations[1]

Main Libraries in the capital town of each parish	13
Branch Libraries offering full-time service	62
Branch Libraries offering part-time service	50
(less than 40 hours)	
Communities served by Mobile Units	461
Service to special categories of users	18

Service was maintained and challenges overcome by initiatives and interventions as necessary. These produced varying levels of success. The year's experiences included the suspension of mobile service in some parishes due to the withdrawal of unserviceable units and the uncertainty of operations in a number of challenged areas of rural and urban communities served by fixed or mobile service points. Additionally, the St. D'Acres Branch Library in St. Ann was destroyed by fire and the Castleton, Cedar Valley and Samuel Prospect Branch Libraries in St. Mary, St. Thomas and Trelawny respectively were closed because of the deteriorating state of the rented facilities. Such situations naturally had an adverse effect on the scope and quality of service that the organization was able to provide to the affected communities.

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[1] Appendix PLN 001 - Island Coverage at March 31, 2007

However, even as the challenges presented themselves, where feasible, parishes sustained mobile operations, although at seriously reduced levels. This was done through the use of their utility vehicles and/or hireage of suitable transport.

During the year, a comprehensive report on the Mobile Service was prepared as a preliminary step toward review and restructuring of the service.

Following discussions with concerned parties and site visits to communities such as August Town, Trench Town and Denham Town, draft proposals were prepared and reviewed for the establishment or revitalization of library services in these communities. The organization expects to partner in these projects with a number of entities including Praise City International/Agency for Inner-city Renewal (AIR), Haven of Hope, Open Bible Church in August Town and the Jamaica Social Investment Fund (JSIF).

With regard to the closed Branch Libraries, alternative accommodation was sought and in the case of Cedar Valley refurbishing of the Branch is to be undertaken in the new financial year.

Other encouraging developments occurred in the Clarendon Parish Library Network and St. Elizabeth Parish Library Network on the re-opening of the Frankfield and Elderslie Branch Libraries respectively in new and more convenient accommodation. In Hanover new accommodation was acquired for the Chester Castle Branch Library; and the Askenish Branch Library, also in Hanover, was extended.

Positive performance was recorded for the Public Education and Current Awareness Programme.   Parishes produced a rich, varied and expanded programme.

In addition to initiating or coordinating a range of activities for the Public Library Network, Headquarters undertook a number of major activities, national in scope. These included collaboration with the Ministry of Foreign Affairs and Foreign Trade and the University of the West Indies on the *Caribbean Single Market and Economy (CSME)* and the Ministry of Health on the subject of **Skin Bleaching**. Events were also undertaken to mark the *Bicentenary of the Abolition of the Trans-Atlantic Trade in Africans*. These are to continue into the new financial year.

The visit by a noted Native American story teller, facilitated by the Office of Public Affairs, Embassy of the United States of America, was another interesting activity at the Kingston and St. Andrew Parish Library.   She was joined by one of the organization's story tellers, in an enjoyable session supported by the full participation of a large and lively audience of teachers, students and the general public.

An undertaking of note was the **Memory of the Parish Project** under the direct auspices of the Jamaica Library Board. The project is an expanded and more structured approach to the Local History programme already in place in all parishes. The aim is to ensure that

information specific to the cultural and social history of communities is collected, preserved and made available to the public.

The Public Education Programme had a marked impact as there was considerable media coverage during the year. The organization received with pride two (2) awards at the Annual Children's Expo, sponsored by the Jamaica Foundation for Children. The awards were first place for Best Booth by an NGO/Public Sector entity and second place for Best Overall Booth.

The Memorandum of Understanding (MOU) for the Public Sector remained in effect and presented some challenges for staffing. However, a number of positions in the Public Library Network were filled and brought partial relief to the known difficulties which staff shortages presented. Temporary staff assigned to the Accessions Department under a special project to process the backlog and large volume of incoming items made a positive impact on the processing and distribution of these items. It must be further noted that a number of positions for librarians remained vacant and continued to reduce the ability to achieve optimal productivity in key technical areas throughout the Network.

Improvement in the Information and Communications Technology (ICT) capacity of the Network was a further positive development as a number of locations benefited from the ongoing programme to upgrade the organization's ICT infrastructure. The computers acquired were for administrative purposes and for client services. A most encouraging and directly related outcome was the more than 300% increase in the use of the Internet by members of the public.

Improvement to the physical plant in a number of locations was yet another positive development. This ranged from major structural work to the painting of buildings in the corporate colours. The aim of these undertakings was to maintain and improve the facilities and surroundings to ensure a convenient and pleasant environment for both clients and staff.

An improvement in funding by the Ministry of Education and Youth over the previous financial year enabled the purchase of an increased number of books and multimedia sources. This was in large part facilitated by amounts provided under the Ministry's Education Transformation Programme.

The oversight and coordination of activities of the Technical Departments and monitoring of field operations in the Public Library Network ensured the exercise of best practices and adherence to the required standards in all areas of operation.

2.   **COLLECTION MANAGEMENT, INFORMATION MANAGEMENT AND MAINTENANCE**

The development and maintenance of the collection of books, periodicals, newspapers and audio/visual material remained the core activity of the Public Library Network. The

process involved the evaluation, selection, de-selection and general maintenance of the information resources. Through collection management, the Public Library Network attempted to meet specifically four (4) of the organization's strategic objectives:

- To create an information literate society
- To have satisfied customers
- To achieve universal access to information
- To have in place a well-resourced, effective organization (supplying collections of relevance and currency that include national and regional award-winning literature).

The activities for the year resulted in improved output over the previous year. An important contributory factor to this development was special financing of forty million dollars ($40,000,000.00) provided under the Ministry of Education and Youth's Transformation Fund. This allowed the purchase of fifty-six thousand five hundred and thirty-one (56,531) books and multimedia items representing an increase of more than 300% over the previous year's purchase of seventeen thousand three hundred and twenty-one (17,321) items.

Among the items purchased were one hundred and six (106) sets of the latest editions of standard general encyclopedia such as **Encyclopedia Britannica**, **Encyclopedia Americana** and the **New Standard Americana**. This was part of an on-going programme specifically targetted at the Branches in the Network to ensure that those service points have the most current edition of some of the more basic and authoritative information sources available for their clients.

Also included in the purchases was a substantial quantity of items from local publishers such as University of the West Indies Press, Ian Randle Publishers, Carlong Publishers (Caribbean) Ltd, Brownwitt Publishers and LMH Publishing. Eighteen thousand five hundred and forty-three (18,543) volumes costing fourteen million three hundred and thirty-six thousand dollars ($14,336,000.00) were purchased locally.

.1 Subvention – Book and Multimedia Fund

The sum proposed for expenditure on books and multimedia items for the fiscal year was forty-six million dollars ($46,000,000.00) - three million dollars ($3,000,000.00) in excess of the budgeted amount but more importantly a vast improvement over the previous year when no funds were granted. The approved amount was comprised of subvention funds totalling nine million dollars ($9,000,000.00) and forty million dollars ($40,000,000.00) from the Education Transformation Fund.

While noting the improvement and the positive impact which this has had on collection development, it should be equally noted that were it not for the special funding, there

would have been a shortfall of approximately thirty-seven million dollars ($37,000,000.00) of the budgeted amount. The organization will therefore continue to make the necessary representation to the Ministry for sustained funding of its Collection Development Programme.

.2   Subvention – Periodical Vote

The Circulations Department continued to maintain subscriptions to periodical publications. These included scholarly and professional journals, magazines, government publications and local newspapers.

Expenditure totalled two million eight hundred and thirteen thousand four hundred and sixty-four dollars ($2,813,464.00) resulting in the acquisition of twenty-four (24) titles and fifty three thousand eight hundred and twenty-six (53,826) items.

.3   Special Funds

The organization has been, by tradition, the recipient of grants from benefactors for the establishment and maintenance of specific collections. At the end of the year one such special fund existed.

The Manley Collection Fund

This fund was established for the purpose of purchasing material published on or by members of the Manley family. At the end of the year the fund had a balance of fifty-six thousand one hundred and sixteen dollars and fifty cents ($56,116.50). No additional titles were acquired during the year as there were no new publications. The effort to identify and acquire new material and replenish existing collections is ongoing.

.4   Book Buying

a.   Overseas Purchases

The allocation of funds to purchase books and other material enabled a team of librarians to visit and purchase books from publishers in the United Kingdom during the year. The value of these visits is that first hand inspection and evaluation of the material can be made in determining suitability for addition to the collection. The visits also allow for more meaningful interaction with the publishers and distributors and the deepening of networking relationships.

The trip to the United Kingdom was made during the period June 10-25, 2006 with visits paid to ten (10) publishers and distributors.

Unlike former years no visits were made to the United States of America and Canada. However, for the second consecutive year, orders were placed with Gumdrop Books of

Missouri. This distributor stocks material mainly for children. Orders were placed with LEXSYS in Canada for material to satisfy the needs of both children and adults.

Purchases in the United Kingdom were made from:

- Blacklist Limited
- Book Point Limited
- Book Sales Limited
- Granthan Book Services
- Greenwood Publishing
- Harper Collins Publishers
- Little Hampton Book Services
- MacMillan Distribution Limited
- Oxford University Press
- Penguin Book Limited

In the United States, purchases were made from:

- Gumdrop Book Limited

b. Local Purchases

The organization continued to support the local publishing and book selling industries. The local industry remained an important and frequently the only source of supply for material on local, Caribbean and West Indian topics. Local publications continued to be in high demand and also formed a very important part of the collection.

The local publishers and distributors were:

- Kingston Bookshop
- LMH Publishing
- Carlong Publishers
- Ian Randle Publishers
- Arawak Publications
- Jamaica Publishing House Limited
- Pelican Publishers Limited
- Planning Institute of Jamaica
- Twin Guinep (Publishers) Limited
- University of the West Indies Press

The selections, both overseas and local, were quite satisfactory and covered a range of subjects including those of relevance to various courses of study and other areas of special interest. The effect was that persons within the formal structure and those engaged in self-directed or independent learning had access to a larger and significantly improved collection. The recreational and home-reading collections, comprised mainly of fictional

and light reading material, received a major boost with the purchase of thirty-six thousand four hundred and forty-two (36,442) items. This brought some level of satisfaction to clients with interest in those areas of the collection.

Below is a summary of the items purchased locally and overseas by category:

Figure 1. Comparative figures - Items purchased locally and overseas
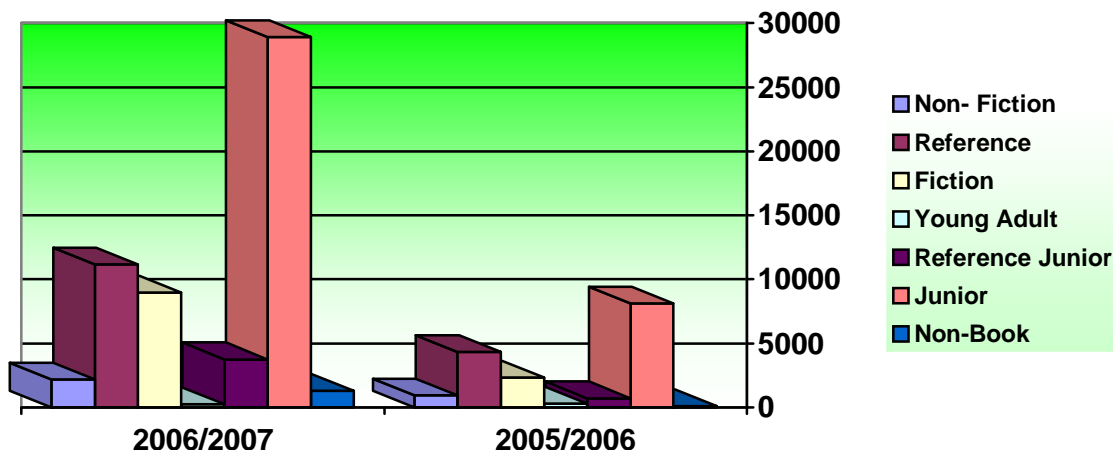
.5   Book Donations[2]

In addition to the items purchased, donations constituted a significant portion of material acquired. For the reviewing period twenty-seven thousand six hundred and eighty-two (27,682) items valued at thirty-one million nine hundred and eight thousand six hundred and twenty-six dollars and seventy-seven cents ($31,908,626.77) were received from various individuals and organizations. For the most part, the donations were in keeping with the requirements of the Guidelines for the Donation of Books. However, there were instances when the items fell very short of the guidelines in literary worth and physical condition and therefore had to be discarded.   The increase in unacceptable material accounted for the decrease in donations reflected in Figure 2.

Among the larger donations were five hundred (500) copies of Ken Jones's *Justice Delayed: Levis Ashenheim's Defense of Marcus Garvey*. This was sponsored by the CHASE Fund. Other donations sponsored by the CHASE Fund included the Trevor Munroe and Arnold Bertram authored *Adult Suffrage and Political Administrations in Jamaica 1944-2002* of which one hundred and twelve (112) copies were received. One thousand five hundred and twenty-one (1,521) copies of *The Right to be Proud: A Brief Guide to Jamaican Heritage Sites* by David Buckley were similarly donated to the Jamaica Library Service. Digicel and Grace Kennedy Foundation were also large donors. Digicel sponsored fifty (50) copies of noted writer Olive Senior's *Encyclopedia of Jamaican Heritage* and from its Annual Lecture Series Grace Kennedy donated one

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[2] Appendix PLN 002 - Donations April 2006-March 2007

hundred (100) copies of *Children Caught in the Crossfire* by Maureen Samms Vaughn, consultant pediatrician and child development specialist.

Other major donors included:

- Restaurants of Jamaica Limited
- Carlong Publishers Limited
- Lasco Distributors
- African-Caribbean Institute of Jamaica
- Andre Rattray
- Christine Dalrymple
- Digicel Foundation
- Environmental Health Foundation
- Faith Searchwell
- Food For The Poor
- Jamaica National Commission for UNESCO
- Jamaica Customs Department
- Kevin McAllister
- Lois Dawes
- Ministry of Education & Youth
- Ministry of Health
- Mr. Ken Jones
- National Library of Jamaica
- Novelty Trading Company
- Office of the Prime Minister
- Rev. Fr. Easton Lee
- Sallry Bernard
- The Japan Foundation
- UK Publishers
- United States Office of Public Affairs
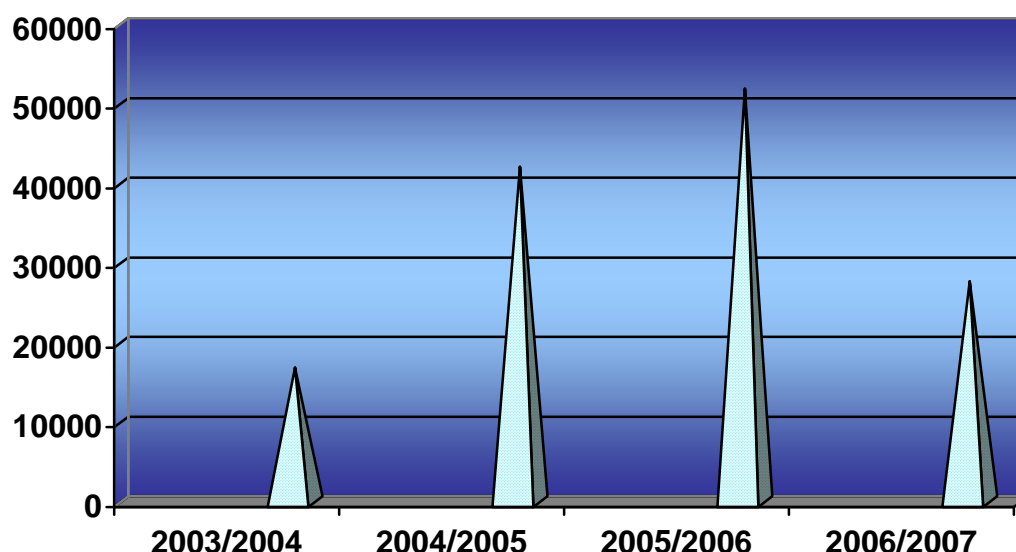
Figure 2. Comparative figures - Materials received as Donations from 2003-2007

.6   Evaluation of the Collection

The managers in the field in collaboration with the Accessions Department monitored the use of the various collections during the period and were able to identify areas of strength and weakness, as well as areas of special interest to the readers. This served in guiding decisions on the material purchased and assisted in strengthening some of the areas that were inadequately stocked. The Internet, periodicals, newspaper clippings and pamphlets collections covering a range of topics and subject areas were particularly useful for sourcing information not available in book form as well as providing additional and/or more current information on any given topic.

Areas of strength evident throughout the various collections included material on:

- Agricultural Sciences
- Biology
- Business Education
- Caribbean Geography
- Caribbean History
- Chemistry
- Education – Early Childhood Education in particular
- Food and Nutrition
- Health
- Home Economics
- Jamaican Culture
- Management
- Medicine
- Music
- Personalities

- Physics
- Pure and Applied Sciences
- Religion
- Social Studies
- Sociology
- Tourism and Hospitality Management
- West Indian History

Despite the considerable improvement, deficiencies remained in some areas of the collection. Gaps continued to be experienced in the pre-school/tiny tots collections of picture books and early concept material. This particular challenge was not necessarily the unavailability of the material but the affordability of the required quantity. The result was that some Service Points were under-supplied.

Another area of serious deficiency was that of the specialized collection for developmental (remedial) reading to promote basic literacy. There was difficulty in sourcing this type of reading material and the libraries' collections were near depletion. Efforts will continue to identify new sources. The Strategic Development Plan indicates the creation of an information literate society as a key objective and the organization is aware that this can only be more meaningfully addressed if it also assists in creating a functionally literate society.

Areas of the collection requiring strengthening included:

- Accounting
- Athletics
- Auto Mechanics
- CAPE and CXC Core subjects
- Clothing and Textile
- Do-it-Yourself Hobbies
- European History
- Family Issues
- Guidance and Counselling
- Human and Social Biology
- Librarianship
- Office Procedures
- Philosophy
- Physical Education
- Pre-school/Tiny Tot
- Psychology
- Reading (Remedial and Developmental)
- Religions of the World
- Sports
- Technical Drawing
- Welding

The International Federation of Library Associations/ United Nations Educational, Scientific and Cultural Organization (IFLA/UNESCO) Guidelines for Development [**The Public Library Service: IFLA Guidelines for Development.** Munchen: Saur, 2001] present a standard by which the Jamaica Library Service may determine the adequacy of its collection. Ideally, an established book collection should be between 1.5 to 2.5 per capita. As in prevous years, the organization made every effort this year to move towards attaining this goal; but, as shown in Table 1, this was not achieved.

Sustained and further improved funding will put the organization closer to achieving an acceptable collection.

Table 1. Collections by Parish Network

PARISH	*POPULATION	IDEAL COLLECTION	COLLECTION 2005/2006	COLLECTION 2006/2007	COLLECTION 2006/2007 % OF IDEAL COLLECTION
KINGSTON & ST. ANDREW	661,594	992,391	86,029	95,842	10
ST. CATHERINE	495,018	742,527	57,775	59,223	8
ST. JAMES	183,142	274,713	47,885	44,643	16
TRELAWNY	75,097	112,646	48,920	50,873	45
HANOVER	69,445	104,168	44,519	34,506	33
MANCHESTER	189,605	284,408	53,802	62,167	22
CLARENDON	244,820	367,230	55,900	60,590	16
ST. ANN	172,220	258,330	84,424	83,023	32
ST. MARY	113,529	170,294	32,955	42,106	25
PORTLAND	81,678	122,517	41,396	44,465	36
ST. THOMAS	93,596	140,394	30,775	32,115	23
ST. ELIZABETH	150,081	225,122	58,401	42,056	19
WESTMORELAND	143,990	215,985	41,815	39,981	19
TOTAL	**2,673,815**	**4,010,723**	**684,596**	**691,590**	**17**

* Population figures obtained from *STATIN Demographic Statistics 2006*

Overdues

There was improvement in the promptness with which books on loan were returned, as well as in the number of overdue items recovered. Over seventy thousand (70,000) volumes were retrieved during the year in comparison to fifty-five thousand (55,000) in 2005-2006. These figures show the retrieval of a number of items, originally regarded as having a high probability of permanent loss to the system.

This was a considerable achievement; however, delinquency remained at an undesirable level as the items retrieved were in response to demand letters and other measures. Of concern was the fact that at the end of the reporting period, a total of twenty thousand, six hundred and sixty-six (20,666) volumes costing eleven million seven hundred and four thousand two hundred and thirty-six dollars and two cents ($11,704,236.02) was outstanding. [3] This was three thousand five hundred and seventy-two (3,572) items and approximately three million dollars ($3,000,000.00) more than the figures for the period 2005/2006. The borrowers of these items remained unresponsive to measures which were put in place such as:

* The special emphasis placed on the need for the timely return of material on loan during orientation sessions with new members, schools and community groups
* Notices dispatched immediately the date of return of material had passed
* Personal contact made with parents of delinquent junior borrowers
* Lists of delinquent readers sent to schools and churches. These were placed on notice boards, after having enlisted the cooperation of Principals and Pastors
* Letters hand delivered to the homes of delinquent borrowers
* Home visits made to collect the overdue material

Some persons by their conduct limit the access of other users to opportunities they have enjoyed and aggravate the situation of an already inadequate and under-funded collection. For these reasons, the organization continued to view delinquency with serious concern and has implemented as one of the primary initiatives of its Strategic Objective, the Recovery of Overdue Books (ROB) Programme. Action to be undertaken in the coming year will include an extensive Public Education programme as well as accelerating the process to recommending the revision of the Jamaica Library Service Act to allow the institution of sanctions against persons who retain Library material beyond the loan period.

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[3] Appendix PLN 003 - Overdue Books Report: April 2006-March 2007

Table 2: Retrieval of Overdue Books Comparison 2005-2006 & 2006-2007

	APRIL 2005-MARCH 2006	APRIL 2006-MARCH 2007	RESULTS
Notices Sent	49,539	65,302	+15,763
Material Retrieved	55,308 volumes	70,138 volumes	+14,830
Material Outstanding at March 31, 2007	17,094 volumes	20,666 volumes	+3,572
Value of Material Outstanding at March 2007	$8,784,050.68	$11,704,236.02	+$2,920,185.34

2. MEMBERSHIP

Combined membership (adult and children) in the Public Library Network at March 31, 2007 was recorded as six hundred and fifteen thousand, nine hundred and ninety-one (615,991), a decrease of fourteen thousand, one hundred and ninety-six (14,196) against the previous year's figure of six hundred and thirty thousand one hundred and eighty-seven (630,187).

The reduced figure was attributable mainly to a continued programme of updating the Readers' Registers throughout all Parish Networks. This involved the withdrawal of membership of delinquent readers for failure to return library material borrowed over an extended period and of members who had shown no interest in reactivating their membership. The rate of registration of new members was lower than the rate of withdrawal of delinquent/inactive members. Of the thirteen parishes in the Network, only Kingston and St. Andrew, Hanover, Clarendon and Manchester indicated increases in membership after the withdrawal exercise.

Of note is that a significant number of non members continued to use the library service, particularly for reference, research and ICT purposes. Research to be undertaken in the new year will seek to determine the exact proportion of unregistered users of the Service.

Table 3 shows membership by parish at March 31, 2007 compared with March 31, 2006, while Figure 3 provides a comparison of the overall membership islandwide for 2005/2006 and 2006/2007.

Table 3.   Comparative Membership for the Years 2006-2007 and 2005-2006

Parish	Membership for the Year 2006-2007	Membership for the Year 2005-2006
KINGSTON & ST. ANDREW	191,698	190,257
ST. CATHERINE	30,604	47,289
ST. JAMES	51,458	51,475
TRELAWNY	34,597	42,603
HANOVER	9,748	9,231
MANCHESTER	64,757	64,062
CLARENDON	72,968	52,597
ST. ANN	30,315	34,788
ST. MARY	28,515	29,885
PORTLAND	26,504	31,211
ST. THOMAS	13,127	13,529
ST. ELIZABETH	27,380	27,382
WESTMORELAND	34,320	35,878
TOTAL	615,991	630,187
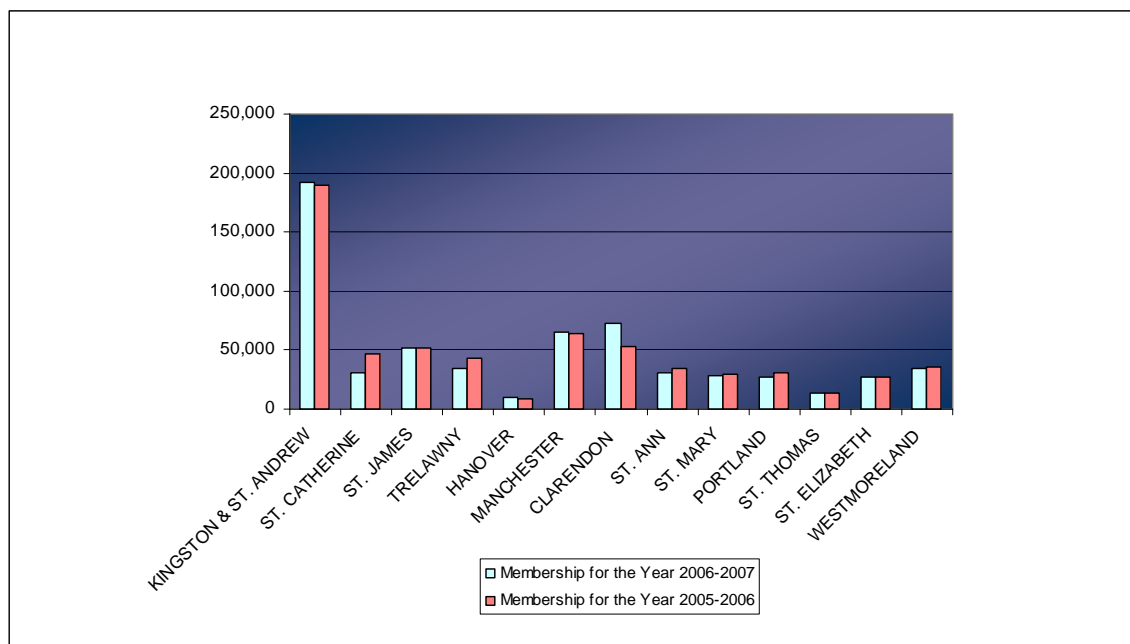
Figure 3 Comparative Membership for the years 2006-2007 and 2005-2006

3. **BOOK CIRCULATION**

Reference Consultations

Circulation figure for the year was three million three hundred and fifty-two thousand four hundred and thirty-six (3,352,436), an approximate 3% decrease compared to the 2005/2006 figure of three million four hundred and forty-six thousand five hundred and ten (3,446,510). Eight Parish Library Networks, namely Kingston and St. Andrew, Hanover, St. James, Trelawny, Clarendon, St. Ann, St. Thomas and St. Elizabeth recorded decreases. The main contributory factor to the decrease in use of books was the alternative provided by improvement in ICT capacity with an increased number of persons able to have access to the Internet. Another important factor was the closure or suspension of operation at the service points previously mentioned.

Notwithstanding the increasingly important role that the Internet plays as a source of information, the book remained a valued resource. Of the circulation figures given above, approximately two million (2,000,000) constitute the consultation of reference books. The continued high usage of reference material in general is reflective of the change in teaching methods which promotes self-directed and independent learning through enhanced research. The reference collection in the Public Libraries also continued to be the main source of supplementary information to support the Secondary School Based Assessment assignments and other such curricular programmes.

Loans

The lending collection, comprised mainly of fiction titles, improved during the year. Purchases supplemented by donations enabled libraries to more satisfactorily meet the demands of users. Six hundred and fifteen thousand six hundred and twenty-six (615,626) items were borrowed for home reading.

Table 4   Comparative Book Circulation – 2006-2007 and 2005-2006

PARISH	ISSUES FOR THE YEAR 2006-2007	ISSUES FOR THE YEAR 2005-2006
Kingston and St. Andrew	308,199	340,417
St. Catherine	318,843	299,765
Hanover	101,855	111,789
St. James	520,488	541,155
Trelawny	70,106	93,191
Clarendon	257,806	270,333
Manchester	252,678	227,964
St. Ann	378,451	385,525
St. Mary	265,014	247,978
Portland	273,549	240,306
St. Thomas	163,421	234,702
St. Elizabeth	268,918	289,476
Westmoreland	173,108	163,909
GRAND TOTAL	**3,352,436**	**3,446,510**

Figure 4   Comparative Circulation – 2006/2007 and 2005/2006
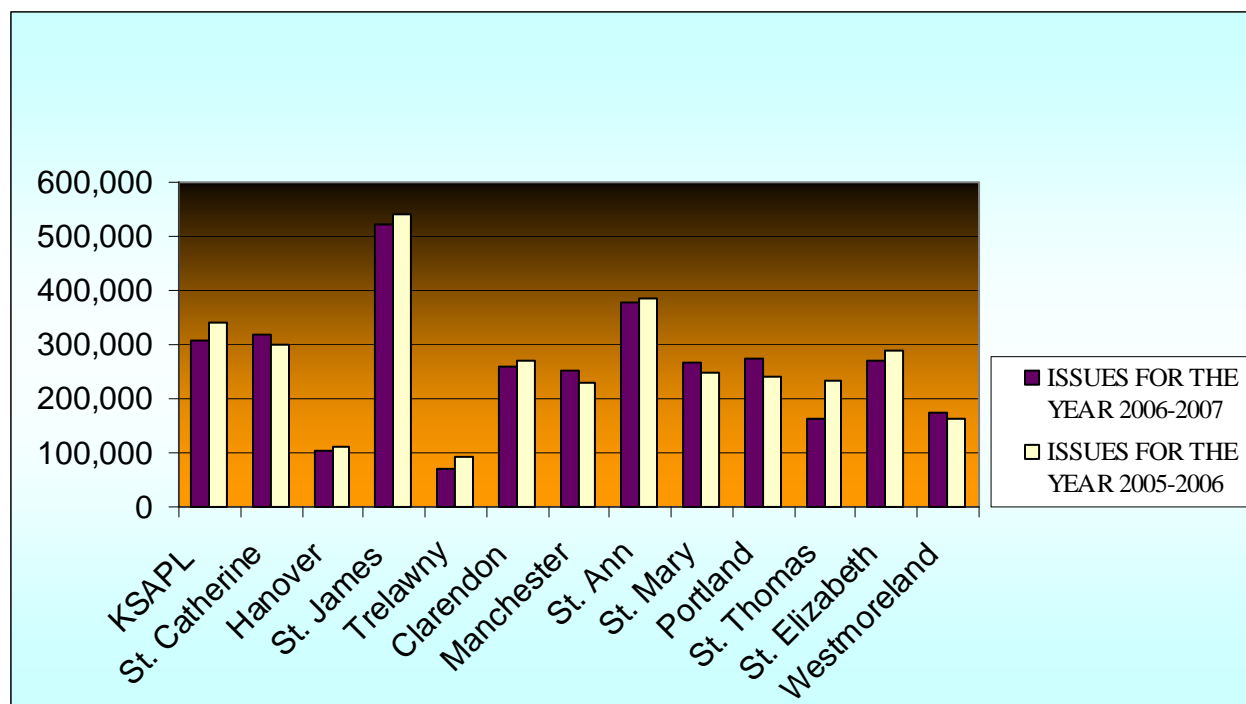
4. PROGRAMMES AND SERVICES

The Network continued to offer a comprehensive programme not only by way of its extensive reference, research and lending services but also through a range of specially organized public education and current awareness programmes and those specifically geared toward personal development. The activities included lectures, panel discussions, exhibitions, displays, seminars on a wide selection of topics, children's activities, programmes and clubs. [4]

Many libraries expanded their existing programmes or introduced new activities. Of note was the Caribbean Quiz Competition for Primary Schools organized by the Manchester Parish Library Network. This was a timely effort given the introduction of the Caribbean Single Market and Economy (CSME).

The stated objectives included:
- Increased awareness among the community of the public library as the local centre of information and knowledge
- Promotion of awareness of cultural heritage, appreciation of the arts, scientific achievements and innovations within the Caribbean
- Promotion, protection and preservation of Caribbean cultural diversity.

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[4] Appendix PLN 004 – Extension Activities April 2006-March 2007

Another interesting activity took place at the Riversdale, Guy's Hill and Point Hill Branch Libraries in St. Catherine as part of their Bicentenary Programme. This was a presentation entitled "A look at African and Caribbean Agricultural Products and Practices" organized in collaboration with the Rural Agricultural Development Authority (RADA). The forum was well attended and had the active participation of farmers.

Hanover Parish Library Network and Manchester Parish Library Network introduced *basic literacy* programmes for children and adults. The programme in Manchester was conducted at the Bombay, Huntley/Mount Prospect and Newport Branch Libraries. The Hanover Parish Library received a computer system from the Lucea Branch of the National Commercial Bank. This has been dedicated to its basic literacy programme. The programme has been dormant in St. Mary but will be reactivated in the new financial year.

As the initiatives toward information literacy are implemented, it is expected that the basic literacy programme will be extended and formalized throughout the island network.

During the year, there was an appreciable increase in strategic alliances and collaborative undertakings, most markedly in the National Reading Competition and National Reading Fair.

(From left) Clan Carthy student Amanda Cowans; Director General of the Jamaica Library Service, Mrs. Patricia Roberts; UWI Professor Rupert Lewis; Chairman of the Jamaica Library Board, Dr. Simon Clarke; and fellow Clan Carthy student, Nicole Dawkins, view the display on the abolition of the slave trade at the launch of the Jamaica Library Service public lecture series. (Photo: Karl McLarty) Extracted from the Jamaica Observer 7/04/07

.1   The National Reading Competition and National Reading Fair

Under the theme "Read Explore and Discover", the National Reading Competition and National Reading Fair continued to be stellar activities in the Network and experienced increased support from the public and through sponsorship.

A new development this year was the division of the adult competition into two categories – ages 15-20 and 21 and over. It was the view that the previous single grouping – 15 years and over – placed the younger persons in the group at considerable disadvantage in competition against the older competitors. The participants welcomed the initiative.

The initial and enduring objectives of the National Reading Competition and National Reading Fair have been to:

- ➢ Develop skills in reading
- ➢ Encourage the reading habit
- ➢ Promote information literacy
- ➢ Foster an interest in and an appreciation for good literature
- ➢ Hone skills in comprehension, literary analysis and criticism
- ➢ Cultivate and encourage an interest in libraries and information
- ➢ Actively promote and encourage an interest in life-long learning by all
- ➢ Transmit the importance of and value in the proper use and care of library material
- ➢ Promote reading as a pleasurable and enjoyable activity

At the parish level, each competitor underwent a detailed selection process involving written and oral tests on a number of books and reviews by internal and external judges.

In order to promote further awareness of the competition and also recognize and reward parish champions, a number of activities were organized locally. These included:

- Courtesy calls on the Custodes and Mayors of respective parishes
- Visits to schools
- Parades and motorcades in town centres
- Introduction of comprehensive marketing programme.

The National Finalists were hosted at a Luncheon in their honour at the Hilton Kingston Hotel on August 30, 2006 where they stayed overnight in preparation for the taping of the Quiz finals at TVJ on August 31, 2006. Book prizes and Parish Trophies were presented.

The books used for the National Finals were:

6 -8 YEARS

Gammon and the Woman's Tongue Trees   -   Brown, Diane

Aletin and the Falling Sky: A Mocovi Myth   -   Lilly, Melinda

A Promise is a Promise   -   Munsch, Robert

9-11 YEARS

The Spirit and Gilly Bucket   -   Dahlberg, Maurine F.

The Tale of Despereaux   -   Di Camillo, Kate

The Young Man and the Sea   -   Philbrick, Rodman

12-14 YEARS

You Don't Know Me   -   Klass, David

Holes   -   Sachar, Louis

Clouds in My Sky   -   Williams, Sheila

15-20 YEARS

The Christmas Train   -   Baldacci, David

The Humming-Bird Tree   -   McDonald, Ian

The Lonely Londoners   -   Selvon, Samuel

21 and Over

Rose Hall's White Witch:
 the Legend of Annie Palmer   -   Henry, Mike

Small Island   -   Levy, Andrea

The Great Yacht Race   -   Winkler, Anthony C.

The National Reading Competition was again supported by the major sponsors Kingston Bookshop, Cable and Wireless Foundation, Television Jamaica and a number of associate sponsors and donors. Their invaluable input ensured the success of the competition for another year.

The National Winners were:

Names	**Category**	**Parish**
Roshaun Thompson	6-8	St. Mary
Tchakamau Ra	9-11	St. Catherine
Katrina Watson	12-14	Kingston and St. Andrew
Jodykay Maxwell	15-20	St. Elizabeth
Samuel Downer	21 and Over	Trelawny

The keen interest and dedication of the judges at the parish and national levels ensured that the competition was undertaken in an atmosphere of transparency and accountability. The national judges were:

CHILDREN	**ADULT**
Mrs. Jean Forbes	Miss Valerie Francis
Miss Sandra Stubbs	Mrs. Paulette Stewart
	Mrs. Janet Powell

National Reading Fair

The Public Library Network again assisted with the coordination of events for and participated in the National Reading Fair held at Devon House on Saturday, September 9. This included the Jamaica Library Service exhibition.[5]

.2   Mobile Libraries

Mobile libraries continued to serve a number of urban and rural communities that do not yet have fixed library accommodation. It was a year of mixed fortunes however, as some Library Networks had to reduce or suspend operations due mainly to frequent breakdown or the withdrawal from operation of unserviceable units.

The most seriously affected were **St. Catherine Parish Library Network and Manchester Parish Library Network** which had their units written off by the Board of Survey of the Ministry of Finance and Planning.

Westmoreland Parish Library Network reduced service drastically as the unit malfunctioned for most of the year. This resulted in a decrease in loans from two thousand, eight hundred and twenty-five (2,825) to one thousand, three hundred and thirty-six (1,336).

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[5] A detailed report on the Fair has been presented by the Public Relations and Marketing Department

St. James Parish Library Network also experienced a disappointing year with loans falling from five thousand, five hundred and forty-seven (5,547) to four thousand, one hundred and fifty-seven (4,157). Indications are that the schedule of the unit will need to be rationalized in keeping with the needs of the communities. Outbreaks of violence affected service to volatile communities.

St. Ann Parish Library Network recorded a decrease in loans from five thousand and seventeen (5,017) to four thousand, six hundred and fifteen (4,615) due to irregular operation of the unit. However, the Network further reported that the service maintained its relevance and recorded reference consultations of forty-two (42), an improvement over last year which reported no consultation.

St. Mary Parish Library Network had a reduction in service due to staffing challenges.

Other Networks had more generally positive reports. The **Kingston and St. Andrew Parish Library** served twenty-six (26) communities and reported improved performances overall. Membership increased from thirty-four thousand one hundred and eighty (34,180) to thirty-four thousand eight hundred and fifty (34,850) and loans from seventeen thousand and one (17,001) to eighteen thousand four hundred and twelve (18,412). The computer on one mobile also had heavy usage.

Clarendon Parish Library Network provided regular service to sixty-four (64) communities with few cancellations. At the end of the year, membership had increased by one hundred and three (103) over the previous year moving from twenty-four thousand five hundred and twenty-four (24,524) to twenty-four thousand six hundred and twenty-seven (24,627).

Eleven thousand, one hundred and twenty-nine (11,129) items were circulated in the **Hanover Parish Library Network** despite poor road conditions and periodic inclement weather. This represented a very significant increase over last year's figure of six thousand and ninety-three (6,093).

The unit in **Portland Parish Library Network** was road-worthy for most of the year in contrast to last year. As a result, regular service was continued. This resulted in a significant increase in loans with the figure moving from four hundred and forty-two (442) to seven thousand, three hundred and ten (7,310).

Despite less than reliable service due to a faulty vehicle, the **St. Elizabeth Parish Library Network** recorded improved performance in all areas. Circulation for example moved from seven thousand, four hundred and forty-five (7,445) to eight thousand, seven hundred and fifty-five (8,755).

Trelawny Parish Library Network served thirty (30) stops and five thousand, five hundred and thirty-eight (5,538) books were circulated.

Reports from the Parish Library Networks indicated that the fleet of mobile units had varying degrees of mechanical problems and some had to be permanently withdrawn from service. However, the service remained relevant. This was evidenced by the growing number of persons who continued to use the service islandwide, and others who complained about its absence from their communities.

Information and Communications Technology (ICT) Services

Computer Services

Internet usage (including email) and Word Processing

There was considerable improvement in the ICT services in the Public Library Network with the provision of a number of additional public access computers. Libraries reported on the positive impact which this has had on usership as more persons were able to access the Internet for research and e-mail and do word processing and a variety of ICT services.

Clarendon Parish Library Network reported an increase of nine thousand one hundred and ninety-four (9,194) in usage over the previous year with figures moving from twelve thousand, six hundred and ninety-seven (12,697) to twenty-one thousand, eight hundred and ninety-one (21,891).

Even as the situation improved, additional computers were still needed in the **Clarendon Parish Library Network**.

St. Elizabeth Parish Library Network had increases in the use of ICT services at all Service Points.

Hanover Parish Library Network recorded an increase of five thousand, two hundred and twenty-six (5,226) in the use of the Internet with figures moving from two thousand, three hundred and fifty-three (2,353) to seven thousand, five hundred and seventy-nine (7,579).

Training for the Public

Libraries in the parishes of Portland, St. Ann and St. Mary continued computer training for the public. St. Catherine Parish Library Network joined these libraries by introducing training for Senior Citizens in continuation of the organization's outreach to the special needs users.

Photocopying

With the increasing need among students for information to support various assignments and research projects came an increase in demand for photocopying service. The demand was also supported by the growing need by members of the public to reproduce personal documents for various transactions.

.3   Service to Special Users

The programme for the Correctional Institutions was 'back on track' and showed improved performance over last year. Service was provided to such institutions as *Tamarind Farm, St. Catherine District, Hill Top, Gun Court and Armadale.* Operations at *Fort Augusta Adult Correctional Centre* remained suspended but plans are being made for the resumption of operations in the new year. *Richmond* in **St. Mary** had a welcome resumption of service in February and reported encouraging performance.

Despite the challenges **Hanover Parish Library Network** remained "upbeat" about its service at the Copse Place of Safety for Boys. The home was visited on alternate Fridays and an exciting programme of activities undertaken with the young men. These included video presentations, storytelling, talks on various topics, art and craft sessions and indoor and outdoor games.

As a result of shortage of staff, **Westmoreland Parish Library Network** suspended service to the Llandilo School of Hope. With the expected improvement in staffing the service will be continued in the new year.

The Service continued to experience difficulties such as inadequate collections and inconsistent staffing arrangements within the institutions which impacted on the reliability and regularity of service. Efforts are being made to address these problems.

a. Postal Readers

A postal reader service is provided for persons who live in communities where no fixed or mobile service is operated. The use of this service had declined over the years as more Branch libraries and mobile stops were established and public transportation became more available. However, to a number of persons in the deeper rural communities, the Postal Service continued to be their most convenient access to library services.

In **Clarendon** service continued to be offered to readers in *Thompson Town, Smithville, Mocho and Blackwoods*. During the year members borrowed eighty-four (84) books, which comprised a total of sixty (60) adult and twenty-four (24) junior books. Nine (9) persons used the service in **St. Elizabeth** borrowing a total of one hundred and five (105) books. In **Manchester**, the community of *Robins Hall* was served and sixteen (16) persons were issued with books during the year.

b. Visually Impaired

The Service to the visually impaired received an injection of new material with the acquisition of audiotapes covering a number of topics. Another important acquisition was the set of digitized audio books donated under the Caribbean Digital Audio Collection for the Blind Project. The Project enables Blind and visually impaired persons access to recorded representation of a number of well known Caribbean literary works such as

C. Everard Palmer's **'A Cow Called Boy'** and the work by Roy Augier et al **'The Making of the West Indies'**. The recipient libraries were Kingston and St. Andrew, Manchester and St. Mary Parish Libraries. Other libraries are expected to benefit from further donations.

Varying levels of usage were made during the year with **Portland Parish Library Network** and **St. Mary Parish Library Network** recording the highest levels of use – thirty-seven (37) and sixty-two (62) loans respectively.

The service remained under-exploited and new initiatives are being put in place to effect an improvement. A recent initiative has been increased collaboration between the organization and key stakeholders such as the Committee for the Blind Project and the Jamaica Society for the Blind.

.4   Summer Programme

For members ranging from tiny tots to teenagers, the Annual Summer Programme is one of the most eagerly awaited and anticipated of the organization's calendar of events. The programme was scheduled in all Parish Libraries, Branch Libraries and a number of mobile stops over periods ranging from two to four weeks. Each year a theme is chosen by the individual network or nationally and activities are planned accordingly. Themes may range from the e*nvironment* to s*ports*. For 2006, a number of parishes based their themes on the FIFA World Cup which was held during the period of the Summer Programme.

Activities included art and craft, sports, drama, dance, story telling, reading, indoor and outdoor games, film shows, lectures, computer classes and quiz competitions.[6]

.5   Story Hour

Story Hour sessions continued on a weekly basis throughout the Network. These sessions seek to encourage children to experience the joys of reading, story telling and other activities, and to assist them to develop their creativity.

.6   Special Interest Clubs

To further develop new skills and talent, encourage attitudes of sharing and interaction among young persons and generally to broaden their experiences, libraries organized special interest clubs such as Chess, Art, Dance, History, Spanish, Readers and Writers Clubs. During the year, these groups met as scheduled in very successful sessions.

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[6] Details are included in Appendix PLN 004

.7   **Class Visits and Visits to Schools**

The programme of visits to schools by staff of the Public Library Network continued as did visits from classes of these institutions. These visits provided an opportunity to inform students of the services offered and to give guidance on how to use the library.

5. THE TECHNICAL DEPARTMENTS

Three (3) Technical Departments in Headquarters support the work of the Public Library Network both at the corporate level and in the field.

.1   **Accessions**

The Accessions Department is responsible for coordinating the selection, acquisition, processing and distribution of all books, multimedia and other Library resources for the Public Library Network.

Data for the year indicated:

- Volumes acquired by purchases   - 56,531
- Items of donated material received   - 27,682
- Items Processed for addition to stock   - 71,674 volumes, 20,116 titles
- Volumes distributed   - 68,187
- Entries deleted (895,658) and interfiled (16,745) to update the Accessions Register and the Junior Catalogue[7]

There was a marked increase in output during the year but the Department continued to be challenged by inadequate staffing and space. To address the matter of staffing and therefore ensure the timely processing and dispatch of material to the parishes two (2) special projects were undertaken. These entailed the assignment of permanent staff to overtime duties and the temporary employment of additional staff.

Due to a number of factors, work to renovate the warehouse extended beyond the expected period so that the department continued to occupy the Orchid Suite. This caused some dislocation but it is expected that when operations resume in the warehouse the work flow should be more organized and efficient.

Notwithstanding the expected improvement, additional permanent space is needed for the Department. Given the volume of material that is received throughout the year, the identification of suitable accommodation in-house or off-site to provide central warehousing for the Department and the libraries in the Network is to be actively pursued.

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[7] Continuation of weeding of material processed between 1945-1985

.2   Cataloguing

The main function of the Cataloguing Department is to catalogue and classify all books, multimedia and other resource items by subject to enable efficient management of the collection and easy access to the items by users. The Department therefore has the responsibility of ensuring the maintenance and currency of the Union Catalogue in Headquarters and the Parishes. The following activities were undertaken during the year:

Items catalogued and classified	-	20,850
Catalogue entries produced	-	48,373
Catalogue entries filed	-	55,321
(Union Catalogues/Parish Catalogues)		
Items deleted from Union Catalogue	-	29,505

The Department remained productive during the year despite the shortage of librarians. In order to alleviate the situation a special project was implemented where the Senior Librarian and other staff worked overtime to process items. Given the volume of books and multimedia items that come to the department for processing, the employment of at least one other librarian is critical.

Toward the end of the year, there was news of the imminent automation of the Catalogue. This will vastly improve the processes, which will enable greater efficiency in the operations of the Department.

.3   Circulations

The responsibilities of this Department include the collection and analysis of statistical data relating to activities within the Public Library Network; maintenance of research and referral services; preparation and mounting of exhibitions and displays; maintenance of archival and special collections; acquisition and distribution of periodicals, newspapers, professional journals and government publications in Headquarters and to the island wide network.

A high level of output characterized the operations of the Department during the year. The under mentioned activities were accomplished:

- Processing and distributing:
  - 13,668 periodicals
  - 6,327 government documents
  - 13,228 newspapers
  - 239 United Nations documents
  - 40,037 donated pamphlets, booklets and magazines
  - Organizing displays and exhibitions
  - Preparing 5,123 bibliographies, banners, brochures and bookmarks
- Processing research enquiries

- Collecting, compiling and analyzing statistical data on the collection, circulation and membership for the Public Library Network
- Coordinating the planning, creating and mounting of exhibitions including:

2006

April – June	Disaster Preparedness and Child Month (mounted in-house)
April 23-29	For National Reading Week entitled *'Early Intervention: Key to Reading Success'*
May 11-14	For Jamaica Library Service's participation at the Children's Expo entitled *'Restoring the Family: Saving Our Children'*
July – September	Disaster Preparedness (mounted in-house)
August 5-7	Denbigh Agricultural Show entitled *'Agriculture - Rural and Urban Development Creating the Future by Investing in the Present'*
September 9	*'Read, Explore and Discover'* at the Jamaica Library Service's Reading Fair held at Devon House
October – December	*Flooding, Parenting, Malaria and Safety During Holiday Season* (mounted in-house)
October 5	At the Horizon Park Primary and Junior High School's Cultural Day different aspects of Jamaican and British Culture
October 30	For Library Week at the Kingston and St. Andrew Parish Library entitled *'Libraries: Your Launching Pad to the Information Superhighway'*
November 6	For Parents' Week at the Kingston and St. Andrew Parish Library under the theme *'Today We Guide, Tomorrow They Lead'*

2007

February 26	At Kingston and St. Andrew Parish Library showcasing the Vision and Mission statements and the Core Values of the Jamaica Library Service
March 9	*Librarianship* on Career Day at the University of the West Indies
March 27	To mark the launch of activities commemorating the Bicentenary of the Abolition of the Trans-Atlantic

Trade in Africans. The exhibition was also circulated to all Parish Libraries

- Maintenance of the organization's membership in local and international organizations and institutions as follows:

- Book Industry Association of Jamaica	BIAJ
- Jamaica Reading Association	JRA
- Library and Information Association of Jamaica	LIAJA
- American Library Association	ALA
- Association of Caribbean University, Research & Institutional Libraries	ACURIL
- Association of Special Libraries	ASLIB
- Chartered Institute of Libraries & Information Professionals	CILIP
- Commonwealth Library Association	COMLA
- International Association of School Librarianship	IASL
- International Federation of Library Associations & Institutions	IFLA
- International Reading Association	IRA

The Department continued to face the challenge of inadequate space for storing of documents and preparation of exhibitions but managed, despite the difficulties, to contribute positively to the outreach activities and services of the organization.

6. THE REGIONAL SERVICE

<u>**REGION ONE**</u>
Regional Office: Kingston

KINGSTON & ST. ANDREW

	2006/07	**2005/06**
Population:	661,594	658,759
Membership:	191,698	190,257
Library Outlets:		
Main Library	1	1
Branches	11	12
Mobile Library Stops	22	22
Areas of Service to Special Communities	1	1
Establishment:	120	114
Collections:	95,842	86,029
Circulation:	308,199	340,417
Internet Users	19,176	16,881

Highlights

- The National Reading Competition 2006 commenced in April 2006.

- The library received 170 boxes of books donated by Food for the Poor. They were in excellent condition and have greatly improved the collection.

- The Kingston & St. Andrew Parish Library participated in Career Day Expo at the Washington Gardens Seventh Day Adventist Church on May 7, 2006, by displaying the Mobile Library and informing members of the services the library offers.

- Education Week activities for May 7 – 13, 2006 included the following:

  - Exhibition displayed at the main library under the theme *"Promoting Responsible Citizens through Education"*.
  - On May 8, 2006 Mrs. Dyer, Teacher/Librarian of the Seaview Gardens Primary School, presented a lecture on *"Care of Books"* and this was held on the Mobile Library at the Seaview stop.
  - A story telling session was held in the Reading Room on May 9, 2006 in celebration of *"Read Across Jamaica Day"*.
  - Shortwood Branch Library held a talk on May 10, 2006, on the *"Care of Books and the Importance of the Library";* the presenter was Miss Marva Bradford, Librarian at the University of Technology (UTECH).

- Mrs. Joan Hay, President of the Jamaica Reading Association did a presentation on *"Promoting Responsible Citizens through Education"* at the Harbour View Branch Library on May 10, 2006 to celebrate Education Week.
- A successful Child Month Concert was held in the Reading Room on May 13, 2006 at the Parish Library.

▪ Successful Summer Programme was held under the theme *"Restore the Jamaican Culture"* from July 10 – 28, 2006.

▪ The Reading Competition Motorcade for the parish took place on July 31, 2006.

▪ Five (5) special visits were made during the period July 11 – 20, 2006 by the Mobile Library. These were made to Nannyville Community Centre, Allen Early Childhood Development Centre, McGregor Community Centre, Clan Clarthy High School and Institute of Higher Learning.

▪ The Mobile Library was used in the summer programme at the Jones Town Baptist Church on Tuesdays and Thursdays during the month of August.

▪ A function was held to honour retired members of staff at the Courtleigh Hotel on August 11, 2006.

▪ The Parish Library's Annual Heritage Day was celebrated on October 12, 2006, under the theme *"Cultures of the World and Jamaican Heritage"*. Eight (8) consulates and embassies participated by displaying cultural items.

▪ The library celebrated Library Week from October 29 – November 4, 2006.

▪ International Federation of Library Associations and Institutions (IFLA) representatives Miss Ingrid Bon and Miss Karin Boreboom from the Netherlands visited on November 22, 2006. They were given a tour of the Kingston & St. Andrew Parish Library and they presented the library with a children's book written in Dutch and a promotional item from their Reading Competition.

▪ A special storytelling session was hosted on November 14, 2006, by the United States Embassy, in collaboration with the Jamaica Library Service where an internationally renowned storyteller of the Native American Cherokee Tribe and Mrs. Patricia Cuff, Senior Director, Jamaica Library Service told stories. A joint exhibition was also mounted.

▪ The Ministry of Health and the Jamaica Library Service partnered in hosting a presentation on "Skin Bleaching" in the Reading Room on January 18, 2007. Approximately two hundred and sixteen (216) children and adults attended. Presenters were Dr. Clive Anderson, Consultant Dermatologist & Venereologist, Mrs. Valerie Germain, Director, Pharmaceutical & Regulatory Affairs at the

- Ministry of Health and Mrs. Patricia Eves McKenzie, Counsellor. The presentations were very informative and involved lively discussions.

- The Annual Black History Month Reading Competition 2007 was held at the Glasspole Avenue Branch Library on February 24, 2007. The main focus was on "Miss Lou", Jamaican cultural icon, and Readings were done from her publications. A special feature was done on the Bi-centennial Anniversary of the Abolition of the Slave Trade in Africans. This activity was very successful and was regarded as the best since its inception five years ago.

- International Women's Day was observed on March 3, 2007. Library staff visited the Allman Town community in the Mobile Library at the request of the Women's Organization in order to encourage children in the community to read. The members of staff informed the community of the services that were available at the Library and read to them.

- DVD Movies on William Wilberforce and Olaudah Equaino were shown to Caribbean Examination Council (CXC) History students in celebration of the Bi-Centennial Anniversary of the Trans – Atlantic Slave Trade in Africans in the Reading Room on March 21, 2007.

Challenges:

- Higholborn Street, Glasspole Avenue, Tivoli Gardens and Edith Dalton James Branch Libraries and mobile stops in the inner city communities had to be closed or monitored closely due to the periodic outbreaks of violence in these areas.

- Security - the continued vandalism and theft of library materials reduced the book stock.

- The large numbers of overdue books.

- Undesirable levels of indiscipline exhibited by users towards staff, the library and its rules.

- Inadequate space for the Junior Library

- Inadequate staffing especially on Saturdays

ST. CATHERINE

	2006/07	2005/06
Population:	495,018	492,551
Membership:	30,604	47,289
Library Outlets:		
Main Library	1	1
Branches	11	11
Mobile Library Stops	35	35
Areas of Service to Special Communities	4	2
Establishment:	76	76
Collection:	59,223	57,775
Circulation:	318,843	299,765
Internet Usage:	15,189	14,308

Highlights:

- Repainting of the Old Harbour Branch Library in the Jamaica Library Service Corporate colours

- Replacement of two photocopying machines at Bridgeport and Waterford Branch Libraries.

- Opening of the JLS/KFC Chicky Reading Corner and Homework Centre.

- Senior Librarian's attendance at the International Federation of Library Associations and Institutions (IFLA) Conference in Seoul, Korea

- Launch of computer Training for Senior Citizens.

Challenges

- Non return of material and vandalism of material
- Acquisition of sites for Branch Libraries housed in rented premises

REGION TWO
Regional Office: Montego Bay

ST. JAMES

	2006/07	**2005/06**
Population:	183,142	181,728
Membership:	51,458	51,475
Library Outlets:		
Main Library	1	1
Branches	9	9
Mobile Library Stops	29	28
Areas of Service to Special Communities	2	2
Establishment:	61	61
Collections:	44,643	47,885
Circulation:	516,825	541,155
Internet Usage:	10,474	-

Highlights

- Start of modification of/extension to the Main Library

- Acquisition of container for storage

- Generous donations of books throughout the year

- Honouring of Mr. Jack Atherton - retired technical operator at Annual Dinner

- Staff participation in a number of training seminars

- Accommodation of secondary and tertiary level students for community service and field work

- The successful hosting of a variety of extension activities at service points throughout the parish

Challenges

- The constant need to devise solutions to stem the high incidence of non-return of books for home loan and theft of reference books

- The lack of funding in the Capital Budget that inhibited the implementation of planned projects for Library development

HANOVER

	2006/07	2005/06
Population:	69,445	68,978
Membership:	9,748	9,231
Library Outlets:		
Main Library	1	1
Branches	5	5
Mobile Library Stops	42	33
Areas of Service to Special Communities	-	-
Establishment:	38	38
Collections:	34,506	44,519
Circulation:	101,855	111,789
Internet Usage:	7,579	2,353

Highlights

- Recruitment of Accounting Staff and Administrative Officer

- Accommodation identified to re-open Chester Castle Branch Library

- Approval for extensive work to be carried out at the Main Library and also at Jericho and Green Island Branches

-
- Official opening of the Millicent Clare Reading Room

- Asymmetrical Digital Subscriber Line (ADSL) service at the Green Island Branch Library

- Donation of books and toys from Mr. and Mrs. Kerry Grant

- Donation of funds from the National Commercial Bank, Lucea for the purchase of a computer

- Extension of the Askenish Branch Library

- Donation of a container to house the Sandy Bay Branch Library

- Vibrant extension activities carried out

Challenges

- The limitation of services offered at some service points due to staff challenges and inadequate buildings

- Deficiencies in the collection

- Inadequate bathroom facilities for both staff and public. Lack of access to buildings by physically challenged users

TRELAWNY

	2006/07	**2005/06**
Population:	75,097	74,713
Membership:	34,597	42,603
Library Outlets:		
Main Library	1	1
Branches	5	8
Mobile Library Stops	27	29
Areas of Service to Special Communities	-	-
Establishment:	40	40
Collections:	50,873	48,920
Circulation:	70,106	93,191
Internet Usage:	29,898	4,317

Highlights:

- Achievement of 1st place of the Parish Champion in the National Championship for the 15-20 age group in the JLS National Reading Competition Finals.

- A successful celebration of National Library Week 2006 throughout the Network which generated much enthusiasm and interest from the public.

- Eleven (11) new computers received from Jamaica Library Service Headquarters which boosted the information technology capability of the network.

- Availability of computer service to the Clark's Town Branch Library for the first time.

- Information and Communication Technology (ICT) Services improved with the employment of a Client System Support Officer.

- Installation of Asymmetrical Digital Subscriber Line (ADSL) access at the Albert Town Branch Library thus improving the ICT services offered at the Branch.

- Recruitment of Librarians, thus improving the quality of the public library interface.

- Successful exhibitions mounted on the *History of Falmouth and Sports Personalities of Trelawny* in support of International Cricket Council (ICC) Cricket World Cup 2007, which was well received by patrons.

- Improved aesthetics of public areas of the library through innovative use and decoration of limited space, thus boosting image and generating interest from visitors.

Challenges

- Inadequate physical space at the Parish Library resulting in overheating and congestion of the Reference area.

- Burglaries at the Parish Library and Duncans Branch Library.

- Inadequate physical facilities at Service Points.

- Apparent low reading ability of some students using the library.

- High number of overdue books from the Mobile Library.

<u>**REGION THREE**</u>
Regional Office: Mandeville

MANCHESTER

	2006/07	**2005/06**
Population:	189,605	188,885
Membership:	64,757	64,062
Library Outlets:		
Main Library	1	1
Branches	12	12
Mobile Library Stops	43	43
Areas of Service to Special Communities	-	-
Establishment:	74	74
Collections:	62,167	53,802
Circulation:	252,678	227,964
Internet Usage:	17,242	14,752

Highlights:

- Refurbishing of Tiny Tots Room at the Parish Library

- The establishment of a Reading Club in the Junior Department of the Parish Library

- The establishment of a Disability Awareness Help Desk at the Parish Library

- Launch of Manchester Parish Library's Caribbean Quiz Competition

- Book Donation Day in Christiana

- Function in honour of Mr. Cecil C. Charlton, Chairman, Manchester Parish Library Committee

Challenges:

- The suspension of the Rural Mobile Library Service

- Inadequate staffing at the Parish Library and Christiana Branch Library

- Inadequate Reference Collections at the Branch Libraries

- Inadequate supply of books for Home Loan for Adults and particularly junior readers

- Non-return of overdue books

- Area for Closed Collection in Reference Department at the Parish Library grossly inadequate for growing collection. A similar situation exists at the Christiana Branch Library

- Land slippage at the Christiana Branch Library which is affecting the sewage system and undermining the foundation of the building

- Noise and congestion in Christiana which has affected the operation of the Branch Library

CLARENDON

	2006/07	2005/06
Population:	244,820	243,575
Membership:	72,968	52,597
Library Outlets:		
Main Library	1	1
Branches	10	9
Mobile Library Stops	64	67
Areas of Service to Special Communities –	6	-
Establishment:	59	59
Collections:	60,590	55,900
Circulation:	257,806	270,333
Internet Usage:	15,262	14,183

Highlights:

- Re-opening of the Frankfield Branch Library

- The implementation of new security measures at the Parish and Spalding Branch Libraries

- The successful hosting of Summer Programme 2006 throughout the network

- Successful National Reading Competition

- Successful Cultural Day at Chapelton Branch Library

- Boost in Information Technology Service

- Improved reference service at the main library

Challenges

- Inadequate physical facilities

- Inadequacy of collection to meet home reading and research needs

- Inadequate staffing at the Parish Library and Spalding Branch Library

- Lack of adequate funding to maintain and expand services

- High cost of maintaining ICT services

- Escalating crime situation posing security problems

- Theft of books and pages of books

<u>**REGION FOUR**</u>
Regional Office: St. Ann's Bay

ST. ANN

	2006/07	**2005/06**
Population:	172,220	171,282
Membership:	30,315	34,788
Library Outlets:		
Main Library	1	1
Branches	12	12
Mobile Library Stops	45	43
Areas of Service to Special Communities	5	5
Establishment:	57	57
Collections:	83,023	84,424
Circulation:	378,451	385,525
Internet Usage:	16,393	17,580

Highlights

- A series of successful outreach programmes

- Significant increase in computer usage

- Training opportunities for staff members

- Employment of additional staff members

- Renovation of the Discovery Bay Branch Library

- Painting of the Parish Library and Discovery Bay Branch Library in the corporate colours

- Installation of a water tank at Bamboo Branch Library

- Initiation of the tender process for the Parish Library extension

Challenges

- The growing indiscipline in the society resulting in abuse and theft of library material

- Increased level of crime forcing the library to employ security measures, which in turn negatively impact budgetary allocations

- Inadequate resource material to serve the public especially juniors

- Constraints in staffing limiting outreach programmes to additional communities

- Limitations in space and infrastructure that compromised user satisfaction.

- Unreliable mobile library unit to serve the rural areas

- Insufficient funding

ST. MARY

	2006/07	**2005/06**
Population:	113,529	113,204
Membership:	28,515	29,885
Library Outlets:		
Main Library	1	1
Branches	9	10
Mobile Library Stops	33	31
Areas of Service to Special Communities	2	1
Establishment:	39	39
Collections:	42,106	32,955
Circulation:	265,014	247,978
Internet Usage:	10,220	17,918

Highlights

- Success in the National Reading Competition

- Major refurbishing of the Parish Library building and furniture

- Increase in reference use

- Several extension activities held at the Parish Library and Branch Libraries

- Fourth Annual Commemoration of Tacky Day

- Resumption of full service at the Richmond Adult Correctional Institution

- Continuation of the series of staff training sessions

- The appointment of a Senior Librarian to manage the Network and of a Librarian in charge of Children's Services

<u>**REGION FIVE**</u>
Regional Office: Port Antonio

PORTLAND

	2006/07	2005/06
Population:	81,678	81,393
Membership:	26,504	31,211
Library Outlets:		
Main Library	1	1
Branches	6	6
Mobile Library Stops	34	36
Areas of Service to Special Communities	1	1
Establishment:	35	35
Collections:	44,465	41,396
Circulation:	273,549	240,306
Internet Usage:	10,208	8,315

Highlights

- Increases in total book stock, circulation and reference use

- New developments in ICT services across the parish network

- Successful staging of the Annual Children's Summer Programme and Reading Competitions for children and adults

- Several extension activities held at the main service points

- Acquisition of a new vehicle for the Schools Library Network, Region 5

- Staff participation in the consultations for the development of the Strategic Development Plan

- The phased implementation of the new Strategic Development Plan

- Significant staffing developments

- Refurbishing of library facilities across the parish network and its contribution to efforts at branding of the organization

Challenges

- Frequency of break down of photocopying machines

- Under-utilisation of the collection of audiovisual material.

ST. THOMAS

	2006/07	**2005/06**
Population:	93,596	93,213
Membership:	13,127	13,529
Library Outlets:		
Main Library	1	1
Branches	5	5
Mobile Library Stops	42	39
Areas of Service to Special Communities	-	-
Establishment:	35	35
Collections:	32,115	30,775
Circulation:	163,421	234,702
Internet Usage:	9,508	5,910

Highlights

- Staff participation in developing the Jamaica Library Service's five (5) year Strategic Development Plan

- Installation of a stand-by power generator at the Parish Library

- Painting of Cheswick Branch Library - the first Service Point to be painted in the corporate colours and preparation for Official Opening

- Renovation of the Yallahs Branch Library building under a Ministry of Education project

- Public tender and selection of successful bid for proposed Junior Library extension

- Annual Reading Competition and Summer Programmes executed at all service points

- Successful staging of Parish Motorcade to highlight participants in the National Reading Competition

- Allocation of six (6) new computers to the Network improving public computer access at the Parish Library

- Purchase of a new photocopier for the Parish Library

- Exhibition and Open Day activities to highlight Library Week in October 2006

- Staff participation in Customer Service Excellence training in November 2006

Challenges

- Insufficient inventory of computers for the network
- Closure of Cedar Valley Branch Library
- Security at the Port Morant Branch Library

REGION SIX

Regional Office; Black River

ST. ELIZABETH

	2006/07	**2005/06**
Population:	150,081	149,368
Membership:	27,380	27,382
Library Outlets:		
Main Library	1	1
Branches	10	10
Mobile Library Stops	30	30
Areas of Service to Special Communities	2	1
Establishment:	47	47
Collection:	42,056	58,401
Circulation:	268,918	289,476
Internet Usage:	8,668	5,607

Highlights

- The relocation of Elderslie Branch Library to more spacious accommodation.

- Success in the finals of the National Reading Competition. Katherina Watson, from Santa Cruz Branch Library placed first in the 12-14 years age group in the Junior category and Miss Jody-Kay Maxwell placed second in the 15-20 years age group of the Adult category.

- Successful organization of Summer Programme activities at all service points in the Parish

- Improvement in the provision of computer service to the public at Santa Cruz Branch Library with the installation of five Dell computer systems and a Canon printer donated by the Ministry of Industry, Technology, Energy and Commerce in June 2006

- Tiling of Junction Branch Library and installation of grilles to secure the windows at Santa Cruz Branch Library

- Visit and tour of the Parish Library by Governor General, His Excellency Professor Kenneth Hall and Her Excellency Mrs. Hall

- Participation in Read Across Jamaica Day at Black River Primary School

- The implementation of security measures at the Parish Library

- Increased patronage of the computer and photocopying services

- The accommodation of secondary and tertiary students for community service and fieldwork placement

- The accommodation of Trainees from National Youth Service and Human Employment and Resource Training (HEART)

Challenges

- The frequent mechanical problems of the two motor vehicles in the parish network

- Disruption in the delivery of ICT services, especially at the Branch Libraries

- Inadequate staffing across the parish

- The inadequacy of the junior collections in the network contributing to the decline in home loans

- The large number of books not returned by delinquent readers although various strategies to reduce the number of overdue books were implemented.

WESTMORELAND

	2006/07	**2005/06**
Population:	143,990	143,042
Membership:	34,320	35,878
Library Outlets:		
Main Library	1	1
Branches	7	7
Mobile Library Stops	46	46
Areas of Service to Special Communities	-	-
Establishment:	39,586	39,586
Collection:	39,981	41,815
Circulation:	173,108	163,909
Internet Usage:	21,162	19,061

Highlights

- The adoption of the Jamaica Library Service Strategic Development Plan to guide the organization's activities over the next five (5) years.

- Infrastructural improvement at some service points and ongoing discussions to secure more suitable location for others.

- Three (3) more service points being equipped with Asymmetrical Digital Subscriber Line (ADSL).

- Significant increases in the overall book circulation figures for the Network.

- The successful hosting of a varied programme of extension activities at the Main Library and Branches.

- The generous donations of books for the Parish Network by organizations and individuals.

- Partnering with secondary and tertiary institutions so that their students could complete their community service, fieldwork placement and work study programme.

- The erection of new sign boards at all Branch Libraries

- The filling of the vacant Accounting Technician post at the Main Library.

- The implementation of a stock count exercise throughout the Parish Network.

- The successful hosting of a Library Open Day.

- Social activities organized for staff

Challenges

- The frequent mechanical problems encountered by two (2) vehicles severely affected service delivery.

- Insufficient computers to meet the needs of a growing demand for ICT services. This was further compounded by the frequent technical problems occurring with computers in the system.

- Staffing, especially at the Main Library.

7. PARISH AND BRANCH LIBRARIES

KINGSTON AND ST. ANDREW

Parish Library

The Main Library administered eleven (11) Branch Libraries; ten of which were operational on a full time basis and one on a part-time basis. The Trench Town Branch Library remained closed during the year. However a visit was made in December to the Old Ambassador Theatre to examine a section of the building for the proposed relocation of the Branch Library; and a proposal was drafted. A proposal for a Branch Library for Duhaney Park is being drafted.

Regrettably, violent unrest continued to plague the inner city Branches - Edith Dalton James, Glasspole Avenue, Higholborn Street and Tivoli Gardens - at different times throughout the year. Consequently, there was a relative decline in membership and circulation at these Branches.

Membership at the Parish Library was one hundred and forty-four thousand two hundred and twenty-nine (144,229), which reflected an increase over the figure of one hundred and forty-three thousand three hundred and seventy-six (143,376) last year. Stock at the Parish Library was fifty-nine thousand one hundred and twenty-two (59,122). Book stock for the Parish Library Network totalled ninety-five thousand eight hundred and forty-two (95,842). When compared to last year's total of eighty-six thousand and twenty-nine (86,029); an increase of nine thousand eight hundred and thirteen (9,813) was realized.

The initiative for retrieving overdue materials was successful with a total of one thousand six hundred and thirty-three (1,633) books being recovered.

Edith Dalton James

The Edith Dalton James Branch Library received steady support from members of the community, particularly the junior readers, although gang violence regrettably continued to plague the community.

In addition to regular reference and lending services, during the year eight (8) exhibitions were mounted. The Branch also hosted its Annual Summer Programme in July 2006. This Branch continued to be staffed by two members of staff - one full time Library Assistant and one part time Cleaner Attendant.

Glasspole Avenue

The premises of the Branch Library were painted. The wall of the outer side was painted by the Citizens of Justice in association with the Mystic Revelation of Rastafari. Also,

the garden has been maintained on a regular basis and this continued to contribute positively to the appearance of the premises.

The Library Assistant in charge of the Branch attended and participated in a *Customer Service* workshop between November 7-8, 2006 at the Kingston and St. Andrew Parish Library.

The Branch received one new Dell computer in February 2007.

Extension Activities were cancelled during the latter part of the year due to violence in the area. After the violence abated, five (5) dance sessions, ten (10) homework sessions, nine (9) reading classes and ten (10) story hour sessions were held. The Annual Summer Programme was held in July 2006 under the theme "Restore the Jamaican Culture". On October 20, 2006, an exhibition was mounted on "*Jamaica Yaad*" for Heritage Day Celebrations. On December 18, 2006 an *Etiquette Dinner* was hosted for its patrons, who expressed appreciation to the library for putting on this function.

Harbour View

Overall, the Harbour View Branch library performed favourably during the period under review. The Information Technology Communication Services offered at the Branch were almost curtailed for a period but this improved towards the end of the year. The Library continued to benefit from book donations from its readers. These included donations of National Geographic Magazines from the Canadian High Commission.

A student from the University of Technology completed forty (40) hours of community service at the Branch. In addition, the Library benefited from the services of a summer worker assigned by Grace Kennedy. Two persons gave voluntary service to the Library during the year.

The Library Aide attended and participated in a *Customer Service* workshop conducted by the Jamaica Library Service between November 7-8, 2006 at the Kingston and St. Andrew Parish Library. Staff pursued courses in Public Speaking and Speech Writing at the University of the West Indies School of Continuing Studies as part of the Public Sector Training Programme.

Higholborn Street

This Branch continued to perform below its potential, and this is attributed to its location among other things. Discussions are currently underway regarding relocation of the Branch.

Currently the Branch has two part-time members of staff - a Records Information Management Clerk and Cleaner Attendant.

For the period under review a number of exhibitions and displays were mounted. Circulation for the year was nine hundred and twenty-six (926), an increase over last year's figure of one hundred and ninety-one (191). Of this total, four hundred and ninety-two (492) were reference consultations. At the end of the period there were five hundred and ten (510) members; ninety-one (91) adults and four hundred and nineteen (419) juniors. Book stock totaled one thousand, seven hundred and seventy-one (1,771) of which six hundred and seventy-three (673) were juniors.

Majesty Gardens

For the period under review a number of exhibitions and displays were mounted. The Branch's annual Summer Programme was held during July 10–28, 2006 and forty-five (45) students from the community participated. Story Hour sessions were held once per month and other activities included sewing, art, craft, a Homework Club and a Reading Club.

This Branch Library continued to perform consistently well in terms of reference consultations and is ranked third in the Network. Total circulation for the year 2006/2007 was seven thousand, eight hundred and forty-five (7,845). Of this total, seven thousand, two hundred and sixty (7,260) were reference consultations. At the end of the year under review membership totalled one thousand, one hundred and thirty-one (1,131) of which two hundred and twenty-five (225) were adults and nine hundred and six (906) juniors. Book stock was two thousand, four hundred and one (2,401) of which five hundred and thirty-four (534) were juniors.

During the year the Branch improved on its printing capability with the receipt of a printer. Regrettably, violence affected the activities at the Branch as residents were afraid to leave their homes to visit the Library. To improve the aesthetic appeal, the library building will be repainted in the corporate colours in the next financial year.

Mavis Bank

The Mavis Bank Branch Library continued to perform well in terms of reference consultations but poorly in adult lending. The total circulation for the year was two thousand, six hundred and eighty-one (2,681). Of this total, one thousand, six hundred and sixty-two (1,662) were reference consultations. This represents a decrease of two hundred and three (203) over last year's figure of two thousand, eight hundred and eighty-four (2,884). At the end of the period membership was two hundred and seventy-three (273) of which seventy-three (73) were adults and two hundred (200) juniors. The book stock was two thousand, four hundred and sixty (2,460) of which seven hundred and three (703) were juniors.

During the year the Branch mounted a number of exhibitions and displays. Special effort will be made to increase the extension activities in the coming year.

The Branch's staff complement consisted of one full time Records Information Management Clerk and one part-time Cleaner Attendant.

Parks Road

The Parks Road Branch Library, although constrained by space, continued to provide valuable services to the surrounding communities. These included the mounting of displays. Efforts to identify more spacious accommodation continued.

Seven (7) readers participated in the National Reading Competition at the Branch. Two reached the semi-finals at the parish level. Summer programme 2006 was held during July 10-28, 2006, and forty two (42) students participated. Activities in the programme were craft, games, quizzes and puzzles.

The library continued to perform extremely well with a total circulation of five thousand and seventy-nine (5,079) for the year, an increase of eight hundred and fourteen (814) over last year's figure. Reference consultations were three thousand four hundred and eight (3,408). Total membership was two hundred and fifty-nine (259); of which eighty-eight (88) were adults and one hundred and seventy-one (171) juniors. Book stock was one thousand, seven hundred and twenty-nine (1,729) of which seven hundred and nine (709) were juniors.

With the limited space at this library there was no designated work room in which to process material. This caused inconvenience at times both to users of the library and the staff. The inadequate space also affected extension activities.

It is anticipated that additional resources such as a photocopier and a scanner would be provided in the new financial year as these would prove extremely useful to the users.

Currently the Branch has two members of staff, one Records Information Management Clerk and a part-time Cleaner Attendant.

Port Royal

Despite efforts to promote this Library, the trend still continues where community members have not been utilizing its services. For the year under review class visits to schools in the community have resulted in thirty-five (35) new members. A special note was taken of the teacher and fifteen (15) students from Port Royal All Age who visited and joined the library in November.

The Branch's total circulation for the year 2006/2007 was one thousand three hundred and twenty-five (1,325), which represented an increase of eight hundred and twenty-seven (827) over last year's figure of seven hundred and ninety-eight (798). Of this total eight hundred and seventy-seven (877) were reference consultations. At the end of the period total membership was one thousand two hundred and seventeen (1,217). Book

stock was three thousand, three hundred and fifty-nine (3,359) of which one thousand one hundred and fifty-one (1,151) were juniors.

The staffing complement consists of two members of staff, one Records Information Management Clerk and a Cleaner Attendant.

The adult readers of this Branch do not read at a desirable level, and investigations revealed that they would be interested in an audio-visual collection. This matter will be explored in the new financial year. Also, plans for Saturday extension activities at the Branch will be fully examined in the coming year.

Shortwood

For the year under review, the Branch Library's total circulation was six thousand, seven hundred and thirty-eight (6,738). Of this total, three thousand, five hundred and thirty-seven (3,537) were reference consultations. Overall, circulation increased by five hundred and forty-nine (549) over the previous year. At the end of the period membership was seven hundred and seventy-one (771) of which five hundred and sixty-one (561) were juniors. Book stock totalled three thousand, nine hundred and eighty-nine (3,989).

The Reading Club and the newly-formed Poetry Club proved quite successful.

The ICT capabilities of the Branch will be expanded in the new year including the upgrading of the printing facilities.

The Branch has three (3) members of staff. The Library also benefited from the services of two volunteers from the Greater Portmore High School who assisted with the clubs.

Stony Hill

The Stony Hill Branch Library performed reasonably well during the year; however, a major challenge was the frequent disruptions in the power supply which had a negative impact on the level of service.

Total circulation for the year under review was thirteen thousand, seven hundred and seventy-one (13,771). There was a decrease of eleven thousand and eighty-four (11,084) when compared to last year's figure of twenty-four thousand, eight hundred and fifty-five (24,855). The contributing factors were five computers being functional out of a complement of fourteen; frequent power outages affecting computer usage and adults complaining of the inadequate collection and refusal to read hard cover romance books . At the end of the period, membership totalled nine hundred and eighty-nine (989); consisting of three hundred and fifty-nine (359) adults and six hundred and thirty (630) juniors. Book stock was three thousand, seven hundred and six (3,706) of which one thousand, three hundred and eighteen (1,318) were juniors.

The library continued to offer a photocopying service and for the year fifty-eight thousand, four hundred and forty-nine (58,449) copies were made. In addition, printing figures for the year amounted to eighteen thousand, eight hundred and ninety-eight (18,898).

Ten (10) exhibitions and displays were mounted during the year. Summer Programme activities were also held at the Branch from July 10, 2006 to July 27, 2006. A special highlight of the programme was a presentation by Mrs. Otu Sanya, Head Nurse at the Stony Hill Health Centre who gave a lecture on "Personal Hygiene and Proper Nutrition". In addition, on May 25, 2006 a representative from the Registrar of Companies held an informational session at the library.

The library continued to benefit mainly on Saturdays from assistance provided by volunteers (JAMVAT and other community members).

Currently the Branch has seven (7) members of staff, two of whom are part-time.

Tivoli Gardens

The Tivoli Gardens Branch Library's total circulation for the year 2006/2007 was two thousand and ninety-one (2,091) which represented a decrease of three hundred and twenty-one (321) from the previous year's total. Of this amount, one thousand, five hundred and fifty-six (1,556) were reference consultations. Total membership was nine hundred and eighty-six (986) consisting of seven hundred and thirty-one (731) adults and two hundred and fifty-five (255) juniors. Book stock amounted to three thousand, five hundred and seventy-six (3,576) of which one thousand, one hundred and three (1,103) were juniors. This represented an increase of six hundred and sixteen (616).

The Branch continued to offer extension activities to its community. These activities were as follows:

- *2006*
- *July*
  - ➢ Annual Summer Programme held during July 7 to 21.

- *October*
  - ➢ Hosting the Homework Programme of Generation 2K West Kingston in the library
  - ➢ Visit to Tivoli Gardens High School for a seminar and a talk – "How the Library can assist the school?"

- *November*
  - ➢ Three (3) representatives from the Jamaica National Building Society visited the library to get persons to sign-up for the Lift-up Jamaica programme.

> ➢ The library accommodated three (3) representatives from the Peace and Love in Schools (PALS) and Conflict Resolution Organization to conduct a workshop for parents within the community.

- *2007*
- *March*
  > ➢ Several schools visited the Branch and the movies: *Human Cloning* and *William Wilberforce and Olaudah Equaino* were shown in celebration of the Bi-Centennial Anniversary of the Trans – Atlantic Slave Trade in Africans.

The Branch received two new Dell computers which were Internet-enabled. It is anticipated that this will have positive impact on ICT services.

The Tivoli Gardens Branch Library currently has three members of staff, one part – time Library Assistant, one full – time Records Information Management Clerk and one part-time Cleaner Attendant.

This Branch although located in a violence prone area, has the potential to provide a higher level of service. It was noted that schools in the community seem to appreciate the movie presentations so this will be further pursued in the future. The Branch received new stock and letters are being sent to dormant readers. It is anticipated that service delivery will improve in the future.

Trench Town

The Trench Town Branch Library remained closed since May 17, 2004 due to the volatile nature of the community. Discussions are currently underway regarding the relocation of the Branch.

ST. CATHERINE

Parish Library

The Main Library provided the administrative and financial support to the network via the eleven Branch libraries. Regular visits were conducted by the Senior Librarian and Rural Development Librarian with a view to giving the requisite guidance and encouragement. This ensured that all Branch Libraries were adhering to the policies of the Jamaica Library Service and were providing efficient service to the public.

The re-registration drive and the withdrawal of inactive readers have caused membership to be greatly reduced. Total membership for the main library amounted to fifteen thousand, three hundred and sixty-seven (15,367), comprising eight thousand, six hundred and sixteen (8,616) adults and six thousand, seven hundred and fifty-one (6,751)

juniors. This figure reflected a decrease of six thousand, six hundred and eighty-two (6,682) when compared with the corresponding period last year.

The stock at the parish library was nine thousand, two hundred and ten (9,210) adults and four thousand, six hundred and seventy-nine (4,679) juniors which totalled thirteen thousand, eight hundred and eighty-nine (13,889). Overall the stock has improved. The Junior Department, which was severely under stocked especially in the area of tiny tots' material and reading material for the 6–14 age groups, has improved. Well needed reference material especially in Social Studies and History, various junior titles as well as a new set of encyclopedias were allocated to the Junior Department during the year. This has helped to boost the Department's capacity to meet the information and recreational needs of the junior readers.

The Junior Department received donations of thirty-three (33) books from Restaurants of Jamaica and thirty-seven (37) from Endless Blooms. Restaurants of Jamaica also donated two computers and a printer as part of the JLS/KFC Chicky Project.

The Junior Department was totally transformed by the establishment of the JLS/KFC Chicky Reading Corner and Homework Centre. The official opening was on June 24, 2006. Mrs. Patricia Roberts, Director General, and Mrs. Tina Matalon, Marketing Manager KFC, declared the Centre opened.

Bog Walk

The Bog Walk Branch Library completed a successful year despite some challenges. In an effort to update the membership, the Library embarked on a project to separate dormant and active readers. A membership drive was initiated to reactivate the dormant readers and recruit new members. There were eighty-five (85) new members registered for the period. Total membership was four hundred and six (406), which represented an increase of eight (8) over last year's figure of three hundred and ninety-eight (398).

The book stock was two thousand, six hundred and thirty-two (2,632), and circulation figures were two thousand, eight hundred and sixty-six (2,866) for home loans and twenty one thousand, one hundred and twenty-two (21,122) for reference consultations making the total for circulation of material twenty three thousand, nine hundred and eighty-eight (23,988) an increase of two hundred and seventy-eight (278) over last year's figure of twenty three thousand, seven hundred and ten (23,710).

Bridgeport

The Branch has done fairly well over the period under review. Membership was seven hundred and twenty (720), stock was three thousand and sixty-two (3,062) and material circulated was six thousand three hundred and forty-nine (6,349). There was an increase of one thousand and twenty-six (1,026) in circulation moving from five thousand, three hundred and twenty-three (5,323) last year.

Greater Portmore

Plans are still in progress for the development of the Greater Portmore Branch into a municipal library. During the year the service was enhanced with the receipt of additional computers, a colour printer as well as audio visual equipment including a television, DVD and CD players. There was also an improvement in the staff complement, refurbishing of the Tiny Tots Section, general improvement in the aesthetics as well as the restarting of the Home Work and Reading Clubs.

Guys Hill

The Guys Hill Branch Library is the second oldest Branch in the Parish Network. This Branch was established in 1956 in the Guys Hill Community Centre. The lack of space has impeded the introduction of ICT services. Despite this limitation the Branch had a productive year.

During the celebration of Black History Month the Branch held a presentation in association with the Rural Agricultural Development Agency (RADA) on February 15, 2007. The presentation examined "African and Caribbean Agricultural Products and Practices". The forum was well supported by the farmers; and the officers of the RADA Office in Linstead were excellent in their discourse. It was proposed that this could be made into an annual event.

Membership at the end of the period under review was one thousand eight hundred and twenty-nine (1,829), stock was one thousand eight hundred and eighteen (1,818) and total material circulated was sixteen thousand, nine hundred and seven (16,907). There was an increase of three thousand, one hundred and ninety-seven (3,197) in circulation over the figure of thirteen thousand, seven hundred and ten (13,710) recorded for last year.

Discussions are in progress to identify land for the library.   The New Year holds great promise for Guys Hill.

Hellshire

The transition with the supervisory oversight of the Branch created some challenges; however, at the end of the year there were increases in stock and membership, while book circulation had declined by four thousand, one hundred and fifteen (4,115) as last year's figure was six thousand, one hundred and forty-three (6,143). The membership was one hundred and thirty-six (136); stock was two thousand, two hundred (2,200) and circulation was two thousand and twenty-eight (2,028).

Kitson Town

The year under review can be described as both challenging and rewarding. The Branch continued to promote extension activities and started a Reading Club on October 1, 2006.

Total membership was seven hundred and eleven (711); book stock was one thousand eight hundred and fifty-nine (1,859); and, total book circulations was three thousand, five hundred and one (3,501).

Linstead

The Linstead Branch Library had a fairly successful year; however, the Branch is still housed in rented premises, which lack adequate space to comfortably carry out the activities of the library.

The membership for the period was one thousand, one hundred and twenty-nine (1,129), reflecting an increase of one hundred and ninety-two (192) over last year's figure, which was nine hundred and thirty-seven (937). Book stock was four thousand, five hundred and thirteen (4,513) and had increased by four hundred and ten (410). Material circulated consisted of three thousand, four hundred and sixty-seven (3,467) home loans and seventy-four thousand, two hundred and thirty-seven (74,237) reference consultations. There was an overall increase of twenty-five thousand four hundred and ninety-four (25,494) when compared to last year's figure of fifty-two thousand, two hundred and ten (52,210) for material circulated.

Old Harbour

The Old Harbour Branch Library had a fairly successful year in comparison to the previous year. The acquisition of a television set and a DVD player, as well as the introduction of facsimile services were some of the improvements.

The Branch was among other organizations in the community involved in the *Annual Expo*, which was hosted by the Old Harbour Development Area Committee (OHDAC) and held on November 29, 2006.

Membership at the end of the year was one thousand, two hundred and seventy (1,270); stock was four thousand, seven hundred and forty-five (4,745) and book circulation was seventeen thousand, seven hundred and seventy-nine (17, 779).

The possibility of planning a programme in association with the Rural Agricultural Development Agency (RADA) for the Old Harbour area is being explored as the area is a vibrant farming community.

Point Hill

During the year, effort was made to improve the accommodation of the smallest Service Point in the Network .The roof of the library was replaced, a long standing water problem was corrected and a new notice board was installed.

The Branch Library in association with Rural Agricultural Development Agency (RADA) hosted a public forum on March 2, 2007. The presentation was entitled "A Look at African and Caribbean Agricultural Products and Practices". There was tremendous support from students of schools in the area despite the minimal support from the farmers. Overall the presentation was well received.

When compared with last year's figures, total membership declined by thirty-nine (39) and was one thousand, two hundred and eighty-five (1,285); book stock decreased by twenty-three (23) and was two thousand and twenty-four (2,024); and circulation decreased by two hundred and eighty-one (281) and totalled four thousand four hundred and twenty-eight (4,428).

Riversdale

The Branch has been showing steady progress since it was reopened. Membership was one hundred and sixty-two (162), book stock one thousand, one hundred and eighty-three (1,183) and circulation six thousand, nine hundred and forty-nine (6,949). The three areas reflected increases when compared to last year's figures. There is a need for computer service at this Branch to support the reference processes as well as to satisfy the information needs of the patrons.

On March 8, 2007 a presentation on "A Look at African and Caribbean Agricultural Products and Practices" was held at the Branch in association with the Rural Agricultural Development Agency (RADA). The forum was well attended by farmers in the community as well as those from surrounding communities. The discussion was most interesting and enlightening.

Waterford

The Waterford Branch Library continued to offer valuable service to the community and its environs. The membership for the period was one thousand, five hundred and fifty (1,550); book stock was two thousand, seven hundred and fifty-seven (2,757) and circulation figures totalled thirty-one thousand, eight hundred and fifty-five (31,855). Circulation figures increased by five thousand, one hundred and forty-two (5,142) over last year's figures of twenty-six thousand, seven hundred and thirteen (26,713).

This Branch offered computer and enhanced photocopying services with the acquisition of a new machine on February 8, 2007.

ST. JAMES

Parish Library

The Parish Library continued as lead library in the Network and provided service primarily to the people of St. James because of its central location.

During the year four hundred and forty-six thousand nine hundred and fifty-seven (446,957) books were circulated, consisting of four hundred and thirty-six thousand six hundred and four (436,604) for reference and ten thousand three hundred and fifty-three (10,353) for home reading. There was a five percent (5%) decline in circulation when compared to the previous year's total. Reference consultations accounted for ninety-eight percent (98%) of total circulation.

Workroom activities (especially book processing) were carried out in the Adult Library because of space constraint. The readers were also affected as they had to queue on Saturdays during peak time in order to utilize the Reference service. The Reference Department was a hub of activity as patrons were consistently doing research; however, materials in the Adult Department were the least utilized.

The Juniors spent the greater part of the year involved in reference work and less time in borrowing books for home loan. Activities to stimulate the young ones' interest in reading were conducted. These included Story Hour sessions on Fridays, class visits and school visits, the Annual Summer Programme and a Reading Competition. The Story Hour sessions had an average attendance of thirty-five (35). This is a significant improvement over previous years when weekly attendance averaged 13. The Summer Programme was held July 17-28 with approximately sixty-five (65) children attending each day. The programme culminated with a concert, prize giving and an exhibition of the children's work.

Children in the three age groups as well as one adult in the 21 and over age group participated in the National Reading Competition. Garfield Ellis and Kerry-Ann Wray represented the parish in the 6-8 and 21 and over age groups respectively; and they both did very well at the Finals with Miss Wray taking the prize for Best Review.

Various schools visited the library, and the students were given tours of the library; introduced to the services offered; and sensitized to the proper method of accessing information. During the year the library hosted meetings and other activities planned by various service clubs and other organizations.

The stock of the Main and Mobile Libraries at the end of the year totalled sixteen thousand, six hundred and forty-two (16,642) while the stock at all ten Branch Libraries amounted to twenty-five thousand, eight hundred and twenty-seven (25,827).

Anchovy

The year under review was very good. Performance improved over the previous year despite the staffing challenge. Book stock decreased by five hundred and eighty-three (583) even though one hundred and seventy-three (173) books were added to stock. Thirty-six (36) new members were registered during the year. The circulation figures showed an increase of one thousand, seven hundred and fifty-five (1,755) over the previous year.

The computer service at this Branch was well utilized by the community. With the addition of a new computer, greater improvement is expected. The library also offered photocopying service.

Thirteen (13) exhibitions were mounted in recognition of significant events. Weekly Story Hour sessions were held on Fridays. The Annual Summer Programme was held from July 17 – 28. An average of forty (40) children participated in various activities including art and craft, needle work and role play. Activities for the Story Hour and the Summer Programme were limited because of the space constraint.

Cambridge

The Cambridge Branch Library is the largest in the Network and has continued to record the highest circulation of all Branch Libraries. An analysis of the statistical data showed that book stock decreased by five hundred and eighty-seven (587); however, book circulation figures and membership increased by six hundred and thirty-three (633) and seventy-one (71) respectively. Despite an increase in circulation the records showed that there was a decrease of one hundred and thirty-six (136) in home reading. This is a noticeable trend as more people are using the library for reference consultations only.

The computer service offered at this Branch was limited because there is only one computer available. Additional computers have been ordered and will be assigned in the new financial year.

A very successful Summer Programme was hosted from July 17–28, 2006. A total of one hundred and four (104) students participated in the two weeks of varied activities that included tie and dye, needle work, collecting of herbs and spices. The children were introduced to historical artifacts. The programme culminated with a concert and display of the children's work. Several exhibitions were mounted in recognition of national and international events during the year.

Mount Salem

Despite the challenges faced, the library continued to offer valuable service to its clients. The challenges included:

- The noise and garbage generated by vendors at the nearby Mt. Salem Primary School
- High incidence of non-return of books borrowed.

An examination of the statistical data revealed that there was a decrease in the book stock over the previous year. One hundred and seventy-two (172) books were added to stock. As a result the total book stock amounted to two thousand two hundred and one (2,201). Of the four thousand, nine hundred and ninety-nine (4,999) books circulated, one

thousand seven hundred and thirty-three (1,733) were for home-reading and three thousand two hundred and sixty-six (3,266) for reference.

The staff complement at the end of March was one Senior Library Assistant, a Library Assistant and a Cleaner Attendant.

During the period the library participated in the National Reading Competition and the Summer Programme. The Summer Programme was held July 17-28, 2006 and was well supported.

The Branch Library offered to the public ICT services such as access to the Internet, Word-processing and printing. Photocopying service was introduced during the year

Hopeton

The Branch was re-opened in January 2006 after being closed since November 2003. Prior to its re-opening the Branch Library operated on a part-time basis. The library is now operating on a full-time basis; however, there is only one Library Assistant and a part-time cleaner attendant. This staffing situation will be addressed in the new financial year.

During the period under review two thousand six hundred and seventy (2,670) books were issued while the book stock amounted to two thousand three hundred and twenty-one (2,321). Several books and periodicals were received during the year.

Extension activities undertaken were story hour, summer programme, class visits and the mounting of several exhibitions to highlight significant events. This Service Point had participants in all three age groups of the Junior Reading Competition. Sherren Douglass emerged parish champion of the 12-14 age group.

Chatham

The Branch Library completed yet another year of service to the community and its environs. Three thousand and eighty-seven (3,087) books were circulated of which two thousand four hundred and thirty-seven (2,437) were for home reading and six hundred and fifty (650) were for reference consultations. Twenty-two (22) new members were registered bringing total membership to one thousand two hundred and eight-five (1,285). The membership for twelve (12) dormant readers was withdrawn while five (5) persons reactivated their membership after receiving reminders.

A successful summer programme was held at the Branch Library from July 17-28, 2006, and forty-three (43) children attended and participated in activities which included treasure hunt, art and craft, drama and needlework. Competitors from all three age groups participated in the junior section of the National Reading Competition; however, there were no adult participants.

Lottery

During the period under review, three thousand four hundred and forty-eight (3,448) books were circulated of which one thousand seven hundred and seventy (1,770) were reference consultations. Romance fiction by authors such as Sandra Brown, Danielle Steel, Sidney Sheldon, John Gresham, continued to be the preferred choices of adult readers. Membership for sixty-eight (68) dormant users was withdrawn.

Attendance at the weekly Story Hour held on Wednesday afternoons improved significantly. The children participated enthusiastically in a wide range of activities. In addition the annual summer programme was held from July 17-28. The Annual Reading Competition at the Branch Library was not very successful. Only children in the 6-8 age group participated. Krishna Blake was the winner and represented the Branch at the Parish Finals. There was one competitor in the Adult Reading Competition; however, she did not complete the final leg.

Four students from Mt. Alvernia High School were accommodated for their 30 hour community service.

Maroon Town

The Branch recorded an increase of two hundred and eleven (211) in book stock when compared to last year's figure. At the end of the year total book stock was one thousand one hundred and thirty-four (1,134).   The number of books circulated during the year was two thousand three hundred and forty-nine (2,349) consisting of one thousand four hundred and eighty-five (1,485) for home reading and eight hundred and sixty-four (864) for reference consultations. Reference consultations increased by forty (40).

There was an increase in reference consultations as a result of the increase in research assignments undertaken by both primary and high school students. The decline in home reading for yet another year may be attributed to the fact that the community now has access to cable and as a result both children and adults are reading less and spending more time watching television.

The number of registered readers at the end of the year in review was one thousand four hundred and sixty-seven (1,467) comprising four hundred and sixty-five (465) adults and one thousand and two (1,002) juniors. There was a decline of five hundred and twenty (520) when compared to the previous year's total. This was as a result of the withdrawal of delinquent users.

The annual Summer Programme and Reading Competition were held. Children in the community participated in the programme which was held from July17 – 28, 2006. A Police Officer and a community Nurse assisted by giving talks on Road Safety and Hygiene respectively.

The Branch Library also received donations of books from members of the community during the year.

Mount Horeb

The Mount Horeb Branch Library remained closed for yet another year despite renewed effort to find a suitable location. The community is very eager to have this service restored, and efforts to identify a suitable building will continue.

Somerton

The improved performance at the Somerton Branch Library was the highlight of the year. A total of four thousand nine hundred and ninety-nine (4,999) books were circulated during the year. Book circulation figures increased by five hundred and ninety-eight (598) when compared to the previous year's total. The consistent supply of books received from Headquarters included a set of Compton's encyclopedia and the ability to access information via the internet as well as the Encarta CD were the contributing factors to the increase in circulation. At the end of the year the book stock was two thousand three hundred and twenty-five (2,325). Twenty-eight (28) new members were added bringing total membership to two thousand nine hundred and thirteen (2,913) at the end of the year.

The Annual Summer Programme was well supported by the young members of the community; however, the same level of support was not forthcoming for the weekly Story Hour conducted on Friday afternoons. Members of the Library participated in the junior category of the National Reading Competition.

Six (6) exhibitions were mounted during the year to highlight significant events. Books, newspaper clippings and information downloaded from the Internet (in keeping within the ambit of the Copyright Laws, procedures and regulations) were used to mount these exhibitions.

Springfield

The Library continued to provide valuable service to the community of Springfield and its environs.

Extension activities were very vibrant during the year. A total of ten (10) exhibitions were mounted to educate the users on topical issues. The Branch also participated in the National Reading Competition. Mellisa Earle, a member of the Springfield Branch Library, was the Parish runner-up in the 21 and over age group. Due to inclement weather, the regular Story Hour sessions were not always held on Fridays at 3:30 p.m.

At the end of the year the book stock was one thousand nine hundred and eighty-one (1,981), consisting of one thousand two hundred and fifty (1,250) for adults; four hundred and sixty-eight (468) junior books and two hundred and sixty-three (263) paper backs. During this period, one hundred and fifty-two (152) books were added to stock. There were three thousand and ninety-three (3,093) registered readers as at March 31, 2007 comprising two thousand three hundred and seventy-five (2,375) juniors and seven hundred and eighteen (718) adults. Fifty-five (55) new members were registered during the year. A process of withdrawal of inactive members will be undertaken in the coming year.

HANOVER

Parish Library

The Parish Library recorded significant decreases in stock and circulations when compared to the previous year. Book stock declined by two thousand four hundred and forty-one (2,441) and this could have been contributed to the decrease in book circulation of three thousand two hundred and eighty-three (3, 283). On the other hand, there was an increase of two hundred and fifty-seven (257) in membership. Reference consultations accounted for forty-one thousand nine hundred and twelve (41,912) or approximately eighty-three percent (83%) of the total book circulation.

The varied activities hosted at the Library were well received by the registered readers and community members who participated.

The Millicent Clare Reading Room was established in honour of the late Miss Millicent Clare, who served at the Parish Library from 1950 until her retirement in November 1990. She enjoyed working with children and young people and for many years had responsibility for the Junior Library in planning and co-ordinating all the extension activities. This is a fitting tribute as she dedicated most of her life to bringing joy to the many children with whom she interacted during her years of service.

Green Island

The Branch Library recorded a decline in issues moving from eight thousand five hundred and sixty-two (8,562) in the previous year to seven thousand seven hundred and seventy-two (7,772) during the period under review. Of this total, one thousand nine hundred and sixty-eight (1,968) were junior references and two thousand four hundred and sixty-eight (2,468) were adult consultations. The number of books borrowed for home reading increased to three thousand three hundred and thirty-six (3,336) from a total of two thousand seven hundred and seventy-five (2,775) over the same period last year.

The book stock showed a slight increase of twenty-six (26) when compared to the figure for last year, bringing the total to three thousand six hundred and eighty-one (3,681). Periodicals and pamphlets were well received by the readers.

One hundred and seventy-four (174) new readers were registered while seventy-two (72) were withdrawn during the year. Membership at the end of the year was one hundred and forty-seven (147) adults and two hundred and eighty-two (282) juniors.

Juniors participated in the Annual Reading Competition. Kemonia Smith emerged as Parish Champion in the 6-8 years category and Sadae Douglas placed third in the 9-11 years category at the Parish finals.

Story Hour sessions were held throughout the year. An average of twenty-five (25) children participated on a daily basis in the activities of the summer programme.

Hopewell

Issues and stock showed decreases at the Branch. Although six hundred and twenty-nine (629) books were added to stock, there was still a decrease of nine hundred and thirty-two (932) recorded. Of a total of three thousand eight hundred and thirty-five (3,835) books, adult collection accounted for two thousand and sixty-five (2,065), juniors for nine hundred and seventy-two (972) and paperbacks for seven hundred and ninety-eight (798).

The figure for book circulation decreased by seven hundred and fifteen (715) when compared to last year's figure. A total of nineteen thousand, one hundred and seventy-three (19,173) issues was recorded. Reference consultations accounted for fifteen thousand five hundred and thirty-three (15,533); Adult loans for two hundred and eighty-nine (289); junior home loans for one thousand, two hundred and twenty-eight (1,228).

Sixty-five (65) adults and one hundred and twelve (112) juniors were added to the membership while twenty-four (24) adults and sixty-one (61) juniors were withdrawn. There was an overall increase of ninety-two (92). Total membership was five hundred and seventeen (517) adults and one thousand one hundred and ninety (1,190) juniors.

Askenish

The Branch recorded increases of five thousand and sixty-two (5,062) and seventy-five (75) for circulation and membership respectively and a decrease of five hundred and eighty-three (583) in the total stock. The total for book circulation was nine thousand six hundred and ninety (9,690), consisting of six thousand one hundred and fifty-three (6,153) for home reading and three thousand five hundred and thirty-seven (3,537) for reference consultations.

At the end of the period membership was three hundred and nineteen (319) consisting of seventy-nine (79) adults and two hundred and forty (240) juniors.

Vibrant Story Hour sessions continued during the year. The annual summer programme was held and the National Reading Competition continued to generate a lot of interest especially from the juniors.

Pondside

The Branch continued to be challenged by the lack of adequate facility housing the Library. This impacted negatively on the level of services offered.

Membership increased slightly and consisted of one hundred and seventy-two (172) juniors and one hundred and seven (107) adults. Stock declined by one thousand eight hundred and fifty-eight (1,858) as a result of withdrawals. Circulation increased by four hundred and seventy-one (471) over last year's figure and was one thousand eight hundred and eighty-eight (1,888).

Summer programme activities were held in July with an average of nineteen (19) participants.

Jericho

The performance of the Branch continued to be disappointing as only a minority of the schools' population used the library.

The book circulation figure decreased from two thousand one hundred and two (2,102) in the previous year to one thousand three hundred and fifty-two (1,352) for the period under review. On the other hand, there was an increase in both stock and membership.

The Summer Programme was well attended.

TRELAWNY

Parish Library

The Main Library in Falmouth continued to be the focal point for providing service to the Parish. The usual loan of material for home reading, reference consultations and readers' advisory services were offered along with other services such as photocopying and computer usage.

The Parish Library recorded a decline in its circulation by seven thousand two hundred and twenty-five (7,225). The Issues for the period was thirteen thousand five hundred and fifty-one (13,551); which consisted of one thousand six hundred and two (1,602) adults; two thousand two hundred and twenty-three (2,223) juniors and seven hundred and eighty-eight (788) paperbacks. Reference consultations for the Parish Library totalled eight thousand nine hundred and thirty-eight (8,938).

The stock for the Parish Library at the end of the year was twenty thousand three hundred and twenty-nine (20,329); which consisted of eight thousand nine hundred and sixty-one (8,961) adults; five thousand six hundred and fifty-seven (5,657) juniors and five thousand seven hundred and eleven (5,711) paperbacks.

The total number of registered readers at the end of the period was twelve thousand six hundred and thirteen (12,613) comprised of four thousand six hundred and eighty-eight (4,688) adults and seven thousand nine hundred and twenty-five (7,925) juniors.

The year was an exciting one, marked by an atmosphere of transition and the attendant preparations for change, both on an organizational and Parish level. Notable external developments included continued expansion of road networks, the historical staging of the International Cricket Council (ICC) Cricket World Cup 2007 in the West Indies and the building of the Trelawny Multipurpose Stadium, which would host the World Cup Opening Ceremony. Internal developments revolved around the Jamaica Library Service Strategic Development Plan 2006-2011.

Amid these developments the Trelawny Parish Library Network provided a public library service to the populace of Trelawny through the operation of one (1) Main Library, three (3) full time and five (5) part time Branch Libraries and twenty-seven (27) Mobile Library stops.

Albert Town

The Albert Town Branch Library had a good year offering service to the vibrant community of Albert Town with an estimated population of thirteen thousand, seven hundred and eighty-one (13,781) persons.

Use of the library increased when it was upgraded from part time to full time. The opening hours were changed from Mon.–Fri. 11:00 a.m. – 5:00 p.m., to Mon.–Fri. 9:30 a.m. – 5:30 p.m. and Saturdays 9:00 to 1:00 p.m. The change proved particularly beneficial to students from the nearby Albert Town Primary and High Schools which operated on a shift system. Students would frequently visit the library in the mornings before the morning shift began and again after classes were dismissed.

Tertiary students from the College of Agriculture, Science and Education (CASE), Sam Sharpe Teachers College, Church Teachers College, and Northern Caribbean University also used the library during the holidays and on Saturdays, particularly to do research on the History of Trelawny.

Increases were also evident in the stock, membership and total circulation when compared with the previous year's figures. Branch Library staff attributed the increase in membership to interest in the new books and encouragement by members of their peers to join the library.

The Branch Library had the distinction of being the first to offer Internet and Word Processing Services to the community. In March 2006 Asymmetrical Digital Subscriber Line (ADSL) service was installed, and additional ICT services will be implemented to provide the highest quality of service.

Stock at the end of the year totalled five thousand, three hundred and five (5,305) comprising of two thousand, two hundred and thirteen (2,213) adults, one thousand, eight hundred and thirty-eight (1,838) juniors and one thousand, two hundred and fifty-four (1,254) paperbacks. This showed an increase of six hundred and twenty-three (623) books when compared to the figure last year. Total membership at the Branch was four thousand, four hundred and sixty-seven (4,467) of which one thousand, four hundred and thirty-three (1,433) were adults and three thousand and thirty-four (3,034) were juniors. In comparison to last year's figure there was an increase of one hundred and fifteen (115).

There were three thousand, five hundred and thirty-eight (3,538) books issued on Home Loans for the year; consisting of four hundred and eighty-four (484) adults; two thousand, five hundred and five (2,505) juniors and five hundred and forty-nine (549) paperbacks. Reference consultations at the end of the year amounted to six thousand, six hundred and seventy-eight (6,678).

Clarks Town

The Branch Library was re-opened in November 2005 and continued to supply the community with reading and reference material. In the new financial year every effort will be made to maximize the potential of the Branch to meet the information needs of a growing community. Additional staffing, increases in library resources available to users, adequate ICT services and vibrant outreach activities are among the matters to be addressed.

At the end of the year, stock was four thousand, one hundred and sixty-five (4,165); consisting of two thousand, two hundred and seventy (2,270) adults, nine hundred and thirty-one (931) juniors and nine hundred and sixty-four (964) paperbacks.

Membership at the end of the year totalled seven hundred and thirteen (713); of which one hundred and four (104) were adults and six hundred and nine (609) were juniors. Issues amounted to seven hundred and thirty-eight (738) adults, two thousand, four hundred and forty-five (2,445) juniors and one thousand, one hundred and eighteen (1,118) paperbacks. The Reference sources consulted was three hundred and seventeen (317).

Duncans

It was a challenging year for the Duncans Branch Library with two burglaries within four months. A refrigerator and a computer Central Processing Unit (CPU) were stolen.

There was a decline in reference consultations when compared to the period 2005/2006. Overall, a decrease of fourteen thousand, five hundred and ninety-one (14,591) was recorded. However with the continued support from the community and the Parish Library the Branch was able to satisfy most of its many library users. Notably even with the recorded decrease Duncans Branch Library still had the highest circulation of nineteen thousand, one hundred and thirty-one (19,131) within the entire Parish Library Network.

At the end of the year stock at the Branch was five thousand, five hundred and eleven (5,511) which included two thousand, two hundred and eighty-six (2,286) adult books, one thousand, eight hundred and ninety (1,890) junior books and one thousand three hundred and thirty-five (1,335) paperback books. When compared to last year's total stock, there was an increase of four hundred and sixty-five (465).

A total of three thousand, eight hundred and twenty-seven (3,827) members were registered at the end of the year. Of that total eight hundred and sixty-three (863) were adults and two thousand nine hundred and sixty-four (2,964) were juniors. There was an increase of sixty-six (66) members when compared to last year's figure.

The total circulation at the end of the year was nineteen thousand, one hundred and thirty-one (19,131). Total Home Reading was two hundred and ninety-one (291) Adults, one thousand, one hundred and fifty-eight (1,158) juniors and five hundred and sixty-nine (569) paperbacks. Of the total circulation, reference consultations accounted for seventeen thousand, one hundred and thirteen (17,113) which exceeded the Parish Library's figure of eight thousand, nine hundred and thirty-eight (8,938).

For the period the Branch Library was frequently used by groups of students from nearby schools, such as Duncans All-Age, for their research assignments.

Samuel Prospect

The Samuel Prospect Branch Library operated on a part-time basis; however, it was closed to the public in January 2007. At the time of closing, the stock was two thousand, eight hundred and seventeen (2,817) consisting of one thousand and eleven (1,011) adults, seven hundred and twenty-five (725) junior and one thousand and eighty-one (1,081) paperback. Total membership was two thousand, four hundred and twenty-three (2,423), inclusive of nine hundred and eighty-three (983) adults and one thousand, four hundred and forty (1,440) juniors.

Issues for the period amounted to eight thousand and fifty-nine (8,059). Home Reading accounted for five thousand, two hundred and seventy five (5,275) adults, four hundred and forty-two (442) juniors and one thousand, six hundred and forty-nine (1,649) paperbacks while Reference consultations were 693. Samuel Prospect Branch Library had the highest adult and paperback issues for the entire Network.

Discussions are underway with the Samuel Prospect Citizens Association regarding their offer to provide facilities. Every effort will be made to identify suitable facilities to re-open the Branch Library as the community is in dire need of the library services.

Sherwood Content

While every effort has been made to offer a reasonable standard of library service at this Branch Library, this has been unsuccessful due to the lack of suitable physical infrastructure.

As the organization could no longer justify the level of service being provided to the public, it was therefore necessary to close the Branch Library on March 31, 2007.

Total stock for the Branch was two thousand, one hundred and seventy (2,170) consisting of eight hundred and one (801) adults, six hundred and seventy (670) juniors and six hundred and ninety-nine (699) paperbacks. At the end of the year the Branch recorded a total of three hundred and seventy-five (375) members. Issues totalled three thousand, one hundred and twenty-three (3,123); three hundred and thirteen (313) adults, one thousand, five hundred and eighty-one (1,581) juniors and six hundred and twenty-two (622) paperbacks. Reference consultations for the year were six hundred and seven (607)**.**

Stewart Town

Stock for the Branch was four thousand, two hundred and twenty-one (4**,** 221); one thousand, nine hundred and thirty (1,930) adults, one thousand and seventy (1,070) junior and one thousand, two hundred and twenty-one (1,221) paperback books. There was an increase of two hundred and thirty-nine (239) over the previous year's figure. Total membership was two thousand, seven hundred and eighty (2,780). Issues for the year amounted to three thousand, three hundred and ninety-four (3,394); sixty-eight (68) adults, one thousand, six hundred and twenty-five (1,625) juniors and one thousand and twenty-seven (1,027) paperbacks.   Reference consultations were six hundred and seventy-four (674).

Stewart Town Branch Library continued to supply the community with reading and reference materials. The provision of service was well received during the year under review.

Ulster Spring

At the end of the year the figure for stock was two thousand, eight hundred and seventeen (2,817); one thousand, one hundred and forty-one (1,141) adults, eight hundred and twenty-one (821) juniors and eight hundred and fifty-five (855) paperbacks. There was an increase of one hundred and fifty-nine (159) over the previous year's figure. Total membership was two thousand, four hundred and sixty-four (2,464) consisting of nine

hundred and thirteen (913) adults and one thousand, five hundred and fifty one (1,551) juniors.

Issues for the year amounted to two thousand, two hundred and twenty-five (2,225); four hundred and forty-eight (448) adults, nine hundred and seventy-eight (978) juniors and seventy-nine (79) paperbacks. Reference consultations for the year were seven hundred and twenty (720). Overall there was a decrease of five hundred and fifty-nine (559) from the previous year's figure.

It was an average year for the Ulster Spring Branch Library which was closed on March 31, 2007 as a result of poor physical facilities. The members of staff were re-assigned to the nearby Albert Town Branch Library. Every effort will be made for the relocation of the Ulster Spring Branch Library in the next financial year.

Wakefield

At the end of the year stock amounted to three thousand, five hundred and thirty-eight (3,538); of which one thousand, seven hundred and seventy-seven (1,777) were adults, one thousand and twenty-five (1,025) were juniors and seven hundred and thirty-six (736) were paperbacks. There was an increase of one hundred and ninety-nine (199) over the figure for the previous year. Membership was one thousand, four hundred and seventeen (1,417) consisting of two hundred and thirty-nine (239) adults and one thousand, one hundred and seventy-eight (1,178) juniors.

Issues for the year amounted to one thousand, eight hundred and sixty-eight (1,868); of which ninety one (91) were adults, eight hundred and seventy-nine (879) were juniors and four hundred and forty-seven (447) were paperbacks. Reference consultations for the year were four hundred and fifty-one (451). An increase of three hundred and thirty-nine (339) was recorded over last year's figure.

The Wakefield Branch Library had a satisfactory year. The photocopy service introduced at the Branch was welcomed by patrons. Additional provision of ICT services will be implemented in the next financial year.

MANCHESTER

Parish Library

The 2006/2007 statistics showed increases in stock and material circulation but a decrease in membership. The Parish Library's book stock figure was thirty-one thousand and ninety-four (31,094) comprised of seventeen thousand, eight hundred and sixty-two (17,862) Adults, six thousand, seven hundred and eighty-six (6,786) Juniors and six thousand, four hundred and forty-six (6,446) other Paperbacks. An overall increase of five thousand, five hundred and seventy-eight (5,578) was noted over the previous year's figure which was reflected in all three categories of the stock.

Thirty-two thousand seven hundred and twenty-two (32,722) members were on roll, increasing by three hundred and thirty-nine (339) over the figure for the previous year. Adult membership was fifteen thousand and thirty-two (15,032) and Junior membership was seventeen thousand, six hundred and ninety (17,690). During the year a total of three hundred and seventy-six (376) new readers were registered.

Overall seventy-three thousand, four hundred and twenty-eight (73,428) books and other material were borrowed by readers in both departments. An increase of two thousand, seven hundred and twenty-six (2,726) was recorded. The Adult readers borrowed three thousand, seven hundred and ninety-seven (3,797) for Home Loans and thirty-nine thousand, two hundred and forty-one (39,241) books and other material for reference consultations. Junior readers were loaned four thousand, two hundred and four (4,204) books for home reading and fourteen thousand, two hundred and fifty-three (14,253) books and other material for reference consultations. The overall increase in the circulation figure resulted from the increase in other Paperback loans of four thousand five hundred and sixty-seven (4,567) over the comparative period for the previous year.

Bellefield

This Branch's performance for the year compared favourably with that of the previous year. Increases were noted in stock and circulation. There was, however, a significant decline of one hundred and thirty-one (131) in membership, as a result of de-listing of delinquent users. The increase in circulation was due largely to an increase of eight thousand, two hundred and seventy-nine (8,279) in the number of reference consultations, which represented an increase of ninety-three percent (93%). The number of books loaned for home reading increased by two hundred and fifty-two (252).

The reference and lending services, though well utilized, have not been able to adequately satisfy the needs of users. Reference material was needed in all subject areas, particularly in the natural and social sciences and technical subjects. General encyclopedias are also needed. The stock of junior books remained inadequate although additions were made to the stock.

There was an increasing demand for photocopying and computer services. These services were severely hampered as one computer and the photocopier malfunctioned during the year. A request for a high volume copier will be pursued in the next financial year.

Bombay

A significant increase of four thousand, eight hundred and thirty-two (4,832) was noted in this library's circulation figures for the period. Reference consultations accounted for two thousand, nine hundred and seventy-three (2,973) and home reading for one thousand, eight hundred and fifty-nine (1,859). Membership increased by one hundred

and seventy-five (175) while the total stock figure declined marginally by three (3) when compared to membership and stock figures for last year.

The Branch is in need of books in all subject areas to meet the demand of its rapidly increasing clientele especially children.

Patrons continued to utilize the photocopy service and there were repeated requests for computer services. Computer services will be instituted in the next financial year.

Much effort was made to maintain a vibrant programme of outreach activities and also to introduce new ones. Children's Hour and Adult Literacy tutoring were held on a regular basis with forty-three (43) and one hundred and ninety-five (195) sessions respectively. The Branch hosted forty-four (44) class visits and eight (8) exhibitions were mounted. Thirty-seven (37) out of a total of sixty-five (65) children completed the first round of the National Reading Competition. A total of sixty-two (62) children participated in the Summer Programme activities.

The Branch benefited from the services of two youth workers who were assigned during the period January 8 to March 3, 2007 on the Jamaica/Canada Youth Exchange Programme (JAMCAN). They were instrumental in establishing a Reading Club at the Branch. Two National Youth Service workers also assisted at the Branch during the summer holidays.

Much effort was exerted to recover overdue books over the period, with a total of twenty-seven (27) visits being made to the local Primary School specifically for this purpose.

Broadleaf

Increases in stock and circulation were noted, when compared with last year's figures. There was however a slight decrease in membership. The Branch remains in need of an updated collection of books, particularly for reference, juniors and young adults.

A number of displays were mounted in recognition of various national and international observances. Students, in particular, found these to be quite useful. The National Reading Competition was held, with participants entering all three categories of the Children's competition. Summer Programme activities were also held and were well attended.

Christiana

A total circulation figure of sixty-three thousand and ninety-eight (63,098) was recorded for the period, with reference consultations accounting for fifty-five thousand, two hundred and eighty-seven (55,287). An overall increase of three thousand, two hundred and sixty-three (3,263) was registered over last year's figure, despite a decrease of two hundred and fourteen (214) in the number of books loaned for home reading. Stock and

membership figures showed increases of eight hundred and thirty-eight (838) and one hundred and fifty-eight (158) respectively, over those of the previous year.

A book donation drive was launched on Wednesday, October 25, 2006 at the Christiana Moravian Primary School, to collect overdue books and to encourage members of the public to donate junior books to the Branch Library. Enthusiastic students, teachers, parents and other persons from the community paraded with books in their hands through the town of Christiana from the school to the Library where they deposited the books they had donated. The acquisition of five hundred and seventeen (517) books as a result of this effort, as well as the donation of a number of books from one individual, significantly alleviated the shortage often experienced especially in the Junior Department.

Patrons continued to utilize the various services offered by the Branch with constant demands especially for reference, photocopying and computer services. Computer services offered were inadequate for most of the period; however, this situation was remedied toward the end of the year with the acquisition of four new computers and a printer. The photocopying service was satisfied fairly adequately despite a few interruptions in service which were speedily addressed.

Major outreach activities undertaken included the National Reading Competition and the Annual Summer Programme. A number of exhibitions were also mounted in recognition of national and international observances. Staffing constraints continued to limit the library's ability to host a more varied programme of outreach activities.

The staffing challenge was exacerbated by the re-assignment of the Librarian in charge of the Branch to the Schools Library Network in September.

Cross Keys

The Branch continued to show much potential for growth. Its membership increased by sixty-one (61) over that of the previous year and the book stock increased by one hundred and ninety-nine (199). The book stock, though limited, was well utilized; as evidenced by the fact that the number of books loaned for home reading increased by six hundred and sixty-five (665) when compared to the previous year's figure. Reference consultations, however, decreased by two hundred (200).

Toward the end of the year, a computer was acquired for the Branch. There is a demand for photocopying services in the community, and this matter will be pursued in the next financial year.

Other outreach activities undertaken were mainly weekly Children's Hour sessions.

Huntley/Mount Prospect

The performance of the Branch, where circulation and membership growth were concerned, was not encouraging. The overall membership figure showed a very slight increase of one (1) over that of the previous year; while there was a noticeable decrease of seven hundred and seventy-nine (779) in circulation, with reference consultations accounting for the bulk of this figure.

Outreach activities undertaken included the National Reading Competition, the Annual Summer Programme, Remedial Reading classes and exhibitions.

The library continued to offer photocopying services to the public. Two computers were donated to the Branch on January 24, 2007.

Mile Gully

The Branch recorded steady growth in membership, stock and circulation over the review period. Membership showed an increase of seventy (70); stock, two hundred and seventy (270) and circulation, one thousand, five hundred and thirty-three (1,533) over the previous year's figures. Paperbacks accounted for eight hundred and seventy-five (875) of the library's two thousand, six hundred and eighty-four (2,684) books and were responsible for the increase in circulation, as both Adults and Juniors found them interesting. A fairly large supply of Paperbacks was donated by readers.

The library continued to be well utilized over the period, particularly by students conducting research. There is an urgent need for reference materials to satisfy the demands of students, particularly at the Caribbean Examination Council (CXC) level. Some of the information requested, not available in the existing collection, were sourced via the Internet.

The photocopying and computer services continued to be of tremendous benefit to the community; hence, there was the usual heavy demand. There were however interruptions in the computer and photocopying services due to fluctuations in the telecommunications service and intermittent malfunctioning of the unit respectively.

A number of outreach activities were held, which included the Annual Summer Programme, class visits, talk/demonstrations and a number of exhibitions. As usual, representatives from the Branch performed creditably in the National Reading Competition, with Jowayne Josephs and Sanikia Powell emerging Champions in the categories 12-14 and 15-20 years respectively.

Newport

Overall circulation figures for the period reflected only a slight increase of thirty-eight (38) over that of the previous year, despite an increase of four hundred and twenty-nine

(429) in reference consultations. The number of books loaned for home reading decreased by three hundred and ninety-one (391), hence the marginal increase in the overall figure. Membership increased by thirty-three (33) in comparison to last year's figure and the stock increased by two hundred and seventy-three (273). The Branch received a number of books through the efforts of the Newport New Testament Church of God in response to the Parish Library Network's book donation drive.

Members of the community continued to utilize the photocopying service. The library has been without Internet service but this service should resume shortly, as a new computer was acquired for the Branch toward the end of the year.

A variety of outreach activities was undertaken, including a number of exhibitions, the Annual Summer Programme, weekly Children's Hour sessions, remedial classes and visits to the Preddies Nursing Home in Newport. The National Reading Competition was also held; and for the first time the Branch's representative, Miss Noreen Thompson became a Parish Champion in the adult category and later emerged National Champion in the twenty one (21) years and over category at the National Finals of the competition.

Over the period the Branch facilitated work experience for a number of students and trainees from various institutions as well as holiday workers.

Porus

This library's collection increased by four hundred and twenty-three (423) over that of the previous year. There remains, however, the need for more books in all subject areas – particularly reference material; as the existing stock is inadequate to meet the current needs of the public. Despite a decrease of five hundred and eighty-three (583) in the number of books loaned for home reading, the overall circulation figures increased by six thousand, three hundred and seventy-two (6,372), due to an increase of six thousand, nine hundred and fifty-five (6,955) in reference consultations. A total of seventy one (71) new members were added over the period, while fifty-one (51) were withdrawn (as a result of transfers and de-listing), resulting in a marginal increase of twenty-six (26) over last year's figure.

Apart from the National Reading Competition and the Annual Summer Programme, outreach activities included mainly displays and exhibitions, nine (9) of which were mounted. Children's Hour activities were discontinued in April as the volunteer who conducted these sessions was unavailable.

The computer service continued to be well utilized and the equipment functioned satisfactorily throughout the period. A new printer was received on February 28, 2007. With the increasing demand for computer services, acquisition of an additional computer will be pursued in the new financial year.

Lancaster

The Branch has a fairly adequate collection to meet the needs of its clientele for home reading. Where gaps exist in the reference collection the necessary information was sourced at the Parish Library or the Newport Branch Library.

Increases in stock, membership and circulation were noted. Despite this fact, the library is still underutilized. The location of the Branch - away from educational institutions - is a contributory factor. It is believed that the Branch would be better utilized if it were more centrally located and in closer proximity to schools; therefore, the relocation of the Branch will be more earnestly pursued in the new financial year.

The National Reading Competition and Summer Programme activities were held. Exhibitions were also mounted at the Branch and at the Frankfield Primary and Infant School.

Maidstone

The library continued to be underutilized. Despite an increase in stock of two hundred and nineteen (219), over that of the previous year, the collection remains inadequate. This has contributed to some extent to the very low level of usage of the library. The need exists for more junior books as well as current non-fiction and reference materials.

Membership figures reflected an increase of forty-five (45) over last year's total. This increase was due to a closer working relationship between the Library and the local primary school. Circulation figures recorded an overall increase of one hundred and sixty-four (164), despite a very slight decrease of three (3) in reference consultations.

The Annual Summer Programme and the National Reading Competition were held. The Branch produced Miss Andrea Morris, who emerged as a Parish Runner-up in the 15-20 years category of the Reading Competition. Children's Hour activities were held and exhibitions were also mounted.

Marlie Hill

Use of the Branch continues to be low despite the increases in circulation. There were noticeable increases of one hundred and eighty-nine (189) in reference consultations and six hundred and six (606) in the number of books loaned for home reading when compared with the previous year. The Branch's membership was ninety-six (96) – an increase of eight (8) over last year's total. Stock figures increased marginally by thirty-three (33). A fairly adequate supply of books was in stock for both adults and juniors. Additional reference material was usually sourced at the Parish Library as needed.

The Annual Summer Programme and National Reading Competition were held. Felecia Hutchinson, from the Branch, emerged Parish Champion in the 9-11 age group category.

CLARENDON

Parish Library

Stock at the main library amounted to fourteen thousand, two hundred and fifteen (14,215), comprising seven thousand, six hundred and eighteen (7,618) adults, one thousand, nine hundred and sixty-eight (1,968) paperbacks and four thousand, six hundred and twenty-nine (4,629) juniors; reflecting an increase of five hundred and thirty-six (536) when compared with last year's total. Membership was at twenty four thousand, six hundred and twenty-six (24,626), an increase of two hundred and eighty-five (285) when compared to last year's total. Total circulation was sixty-seven thousand, four hundred and eighteen (67,418), which included home loans of nine thousand, one hundred and sixty-five (9,165) and reference consultations of fifty-eight thousand, two hundred and fifty-three (58,253).

The Library's Annual Benefit Performance of the National Pantomime took place on April 15, 2006. As in previous years, the performance was supported by schools throughout the parish. A profit of one hundred and thirty-three thousand, nine hundred and fifty dollars ($133,950.00) was realized. This profit went towards purchasing junior books for the parish network.

Aenon Town

The Branch Library experienced some challenging circumstances during the year and especially so in the last quarter. The building from which the library operates has deteriorated. A structural engineer advised that it was unsafe and posed a safety risk so a decision was taken to close the Branch on March 6, 2007. Mobile service was therefore provided to the community and will continue until repairs have been effected in the next financial year.

Stock at the end of the period was one thousand, nine hundred (1,900) consisting of one thousand and thirty-five (1,035) adults, five hundred and ninety-eight (598) juniors and two hundred and sixty-seven (267) paperbacks. The figure reflected an increase of ninety-six (96) when compared with last year's figure. Membership at the end of the year was two thousand, six hundred and seventy-eight (2,678), of which seven hundred and ninety-four (794) were adults and one thousand, eight hundred and eighty-four (1,884) were juniors. Total circulation for the Branch was five thousand, one hundred and twenty-six (5,126) which reflected three thousand, three hundred and fifty-four (3,354) for reference consultations and one thousand, seven hundred and seventy-two (1,772) for home reading.

Chapelton

One of the main highlights for the Branch was a Cultural Day which was held on

October 31, 2006, under the theme: "*Celebrating Our Heritage the Strength of Our Nation*". The day's activities included a programme of entertainment for teachers, students, business persons and friends of the community. A total of eight (8) schools participated by rendering cultural items in the form of dance, poetry, dramatization and singing. Cultural food items were on display as well as for sale.

Several other outreach activities took place at the Branch, and these included: Children's Story Hour sessions, talks, exhibitions, the annual Reading Competition and the summer programme.

At the end of the year, stock amounted to four thousand one hundred and thirty-six (4,136) books reflecting an increase of one hundred and fifteen (115) when compared to four thousand and twenty-one (4, 021) for the same period last year.

Membership at the end of the year amounted to four thousand, three hundred and thirty-two (4,332). This comprised one thousand, four hundred and twenty-three (1,423) adults and two thousand, nine hundred and nine (2,909) juniors. This showed a decrease of one hundred and seven (107) when compared to last year's figure of four thousand, four hundred and thirty-nine (4,439). A total of forty-five (45) new members were registered. Total circulation for the year amounted to nine thousand, eight hundred and nine (9,809).

Clare McWhinnie

The Clare McWhinnie Branch Library continued to perform at a very high level and responded positively to the needs of its users. This was evident in the increases in stock, membership and circulation recorded at the Branch during the year.

The total book stock at the end of the year amounted to four thousand, three hundred and thirty (4,330). This reflected an increase of five hundred and eighty seven (587) or 15.68% when compared to three thousand, seven hundred and forty-three (3,743) for the same period last year. During the year six hundred and forty-four (644) books were added to stock.

Membership was one thousand, seven hundred and sixteen (1,716), reflecting an increase of eighty-seven (87) when compared with one thousand, six hundred and twenty-nine (1,629) for the same period last year. During the year ninety-two (92) new readers were enrolled at the Branch Library; ten (10) were adults and eighty-two (82) were juniors.

Home reading for the year amounted to five thousand and sixty-three (5,063) books. Reference Consultations amounted to thirty-seven thousand, three hundred and eighty (37,380) bringing the overall book circulation to forty-two thousand, four hundred and forty-three (42,443). This reflected an increase of six thousand, seven hundred and seventy-four (6,774) when compared with thirty-five thousand, six hundred sixty-nine (35,669) for the previous year.

Frankfield

The Frankfield Branch Library reopened its doors to the public as a full time Branch Library on June 27, 2006. In recognition of this event, a reopening ceremony was held at its new location at the Gaypa Plaza in Frankfield. The occasion was marked by lively entertainment from the Edwin Allen Comprehensive High School, Frankfield Primary and Kilsyth Primary. Guest speaker at the function was Mr. Elroy Ricketts, Principal of Edwin Allen Comprehensive High School.

At the end of the year the figure for stock was two thousand, four hundred and eighty-three (2,483); membership was one hundred and twenty-three (123) consisting of thirty three (33) adults and 90 juniors; circulation totalled fourteen thousand, six hundred and seventy-three (14,673), with home reading amounting to two thousand, one hundred and ten (2,120). Of this amount, adults accounted for six hundred and twenty (620), juniors nine hundred and fifty-two (952) and paperbacks five hundred and forty-eight (548). Reference consultations totalled twelve thousand, five hundred and fifty-three (12,553).

James Hill

At the end of the year, the James Hill Branch Library, which operates on a part-time basis, was urgently in need of improved accommodation. It is presently housed in two small rooms with no modern sanitary facilities. This Branch Library has great potential as the Primary School and the Claude McKay High School are in close proximity.

Plans are underway to acquire two (2) additional rooms to include a computer/photocopying room and upgraded sanitary facilities.

For the period under review, stock totalled one thousand, seven hundred and forty-two (1,742) consisting of seven hundred and eighty (780) adults, three hundred and seventy-six (376) juniors and five hundred and eighty-six (586) paper backs. This reflected an increase of one hundred and seventy-nine (179) when compared to the corresponding figure of the previous year.

Forty-seven (47) new readers were registered during the year. Membership totalled three thousand, two hundred and eighty-nine (3,289) of which one thousand, one hundred and forty-two (1,142) were adults and two thousand, one hundred and forty-seven (2,147) were juniors.

Circulation at the end of the year totalled seven thousand and eighteen (7,018), with home reading amounting to two thousand, five hundred and seventy-two (2,572). Of this amount, adults accounted for four hundred and eighty-seven (487), juniors nine hundred and eighteen (918) and paperbacks one thousand, one hundred and sixty-seven (1,167). Reference consultations amounted to four thousand, four hundred and forty-six (4,446).

Kellits

The Kellits Branch Library is presently in need of major repairs due to apparent land slippage.

As a result of the problems experienced at the Branch a request was made for the Mines and Geology Division of the Ministry of Lands & Environment to test the soil. Two members of staff of the above department visited the Branch on March 28, 2007. A report on their findings is being awaited.

A total of six thousand, eight hundred and seventy-one (6,871) books were in stock at the end of the year; three thousand, four hundred and forty-eight (3,448) adults, two thousand, seven hundred and fifty-six (2,756) juniors and six hundred and sixty-seven (667) paperbacks. This amount when compared to that of last year showed an increase of six hundred and eleven (611) books.

There was a total of two thousand, two hundred and forty-nine (2,249) registered members at the end of the year comprising eight hundred and seventy-six (876) adults and one thousand, three hundred and seventy-three (1,373) juniors. When compared to the corresponding figure last year, there was an increase of two (2) members.

Reference consultations amounted to forty thousand, one hundred and seventy-five (40,175); that is, thirty seven thousand, five hundred and twenty-five (37,525) adults and two thousand, six hundred and fifty (2,650) juniors. This amount showed an increase of five thousand, six hundred and four (5,604) when compared to the figure for last year. This increase was mainly due to the availability of more reference materials.

Lionel Town

The staff of the Branch Library continued to serve the community with dedication and enthusiasm which made a difference in the life of the community.

At the end of the year the total book stock figure was six thousand, five hundred and forty-eight (6,548); two thousand, nine hundred and twenty-three (2,923) adults, nine hundred and twenty-one (921) paperbacks and two thousand, seven hundred and four (2,704) juniors. A comparison made with last year's total six thousand and sixty-seven (6,067) showed an increase of four hundred and eighty-one (481). Three hundred and ninety (390) books were added to stock during the year.

New readers registered during the year totalled fifty (50); six (6) were adults and forty-four (44) were juniors. Membership at the end of the year totalled two thousand and fifty-seven (2,057) comprised of one thousand, two hundred and fifty one (1,251) juniors and eight hundred and six (806) adults. A comparison was made with last year's total of two thousand, five hundred and twenty-seven (2,527) and there was a decrease of four hundred and seventy (470).

Two thousand, five hundred and ninety-two (2,592) books were issued to readers throughout the year. Junior readers used one thousand, two hundred and ninety-seven (1,297), and adult readers used one thousand, two hundred and ninety-five (1,295). Reference books consulted totalled fifteen thousand, two hundred and fifty-three (15,253); juniors used three thousand, six hundred and thirty-nine (3,639) and adults eleven thousand, six hundred and fourteen (11,614). At the end of the year, the total book circulation figure was seventeen thousand, eight hundred and forty-five (17,845). When compared with last year's total of eighteen thousand, eight hundred and eighty-seven (18,887), there was a decrease of one thousand and forty-two (1,042).

Monymusk

Monymusk Branch Library encountered a challenging but productive year. Over the years minor repairs were undertaken on the ground floor where the library was housed. However, major repairs are necessary on all three floors in order to restore the building.

On March 26, 2007, a representative of the Jamaica National Heritage Trust along with the Rural Development Librarian visited the Branch Library where an evaluation of the building was done. A report from the National Heritage Trust is awaited to inform future developments at the Branch.

The land surrounding the Branch Library was fenced in April 2006. The fence was subsequently damaged by a motorist, who finally did some repairs but is still to complete the work.

At the end of the year the figure for stock was two thousand, two hundred and six (2,206); an increase of one hundred and seventy-seven (177) when compared with last year's figure. Membership at the Branch totalled three hundred and one (301); of this number fifty-seven (57) were adults and two hundred and forty-four (244) were juniors. There were thirty-three (33) new members.

At the end of the year, circulation was three thousand, nine hundred and ninety-four (3,994); of this amount home loans accounted for two thousand, five hundred and thirty (2,530). Reference consultations were one thousand, four hundred and sixty-four (1,464). This showed an increase of two hundred and thirty-one (231) when compared with the corresponding figure of the previous year.

Pennants

The year ended March 2007 at the Pennants Branch may be described as relatively successful.

The figure for stock was four thousand, three hundred and twenty-five (4,325). There were continuous additions to the book stock throughout the period with a total of two hundred and fifty-seven (257) books being added. A total of two hundred and sixty-one

(261) books were withdrawn, from this amount forty-two (42) were adults, one hundred and seventy-four (174) juniors and forty-five (45) paperbacks. In addition to the books withdrawn seventy (70) were as a result of de-listing. Compared with the previous year, there was an increase of one hundred and thirty-five (135).

Membership at the end of the year was two thousand and sixty-four (2,064); five hundred and ninety-three (593) adults and one thousand, four hundred and seventy-one (1,471) juniors. Forty-six (46) new readers were added; thirty-nine (39) juniors and seven (7) adults. When compared with last year's figure of two thousand and seventy-eight (2,078), there was a decrease of fourteen (14).

Home reading for this year was two thousand, seven hundred and thirty-two (2,732); one hundred and five (105) adults, two thousand and fifteen (2,015) juniors and six hundred and twelve (612) paperback books. Reference amounted to six thousand one hundred and thirty-five (6,135) consisting of five thousand two hundred and eighty-six (5,286) adult and eight hundred and forty-nine (849) junior consultations. Total book circulation for the year amounted to eight thousand eight hundred and sixty-seven (8,867). When compared with the corresponding figure last year, there was an increase of six hundred and eighty-eight (688).

Spalding

At the end of the year stock totalled three thousand eight hundred and ninety-one (3,891) comprising one thousand eight hundred and forty-nine (1,849) adults, nine hundred and eight (908) paperbacks and one thousand one hundred and thirty-four (1,134) juniors. When compared to the same period last year, there was an increase of five hundred and twenty-seven (527).

At the end of the period membership was four thousand six hundred and sixty-seven (4,667) comprised of one thousand five hundred and thirty-eight (1,538) adults and three thousand one hundred and twenty-nine (3,129) juniors. When compared with last year's figure of four thousand five hundred and seventy-two (4,572), there was an increase of ninety-five (95).

A total of four thousand six hundred and thirty-nine (4,639) books were issued for home reading. There was a total increase of three thousand and thirty (3,030) when compared to the figure for last year.

Reference consultations amounted to twenty thousand four hundred and fifty-six (20,456) comprising fourteen thousand and sixty-five (14,065) adults and six thousand three hundred and ninety-one (6,391) juniors. At the end of the year total book circulation was twenty-five thousand and ninety-five (25,095). When compared with the figure for last year, there was an increase of four thousand eight hundred and thirty-two (4,832).

ST. ANN

Parish Library

Although the book collection increased by one thousand six hundred and fifty two (1,652), issues, membership and reference consultations decreased. Computer usage also declined. It is note-worthy that efforts were made to improve the reference collection and to ensure customer satisfaction; however, much more will need to be done to at least maintain the high level of usage that previously existed.

Among the various displays, exhibitions and forums was a series of presentations geared towards improving parenting skills. Outstandingly too, a number of students from selected schools in St. Ann were entertained by the reading of stories by members of staff. The Parish Library will continue to forge connections with the schools especially to enhance the relevant initiatives in the Jamaica Library Service's Strategic Development Plan and provide solid support for early childhood education.

The summer programme at the main library was a success. Over two hundred (200) children between the ages of 4–17 years attended three weeks of learning and fun activities which climaxed with a sports extravaganza, a concert and a treat.

Moneague

With a stock of three thousand, nine hundred and eighty one (3,981) books, the library experienced a reduction in membership of five hundred and sixty seven (567) and in issues of one thousand one hundred and sixty seven (1,167). These areas continued to be affected by an inadequate supply of junior books. Reference consultations fared positively with a twelve point four percent (12.4%) increase over the previous year. Users were able to find most of the information needed as the books, Internet and newspaper clippings proved very useful.

The Branch actively participated in the Adult and Junior Reading Competitions and hosted eight days of Summer Programme.

Exhibitions were mounted to mark Black History Month and Breast Cancer Awareness Month as well as International Women's Day.

Brown's Town

Brown's Town Branch Library was the most outstanding Service Point in the Parish in terms of performance. While membership declined by three hundred and twenty-nine

(329), issues increased by two hundred and fifty-nine (259), stock by four hundred and seventy-eight (478), reference use by nineteen thousand and fifty-eight (19,058) and computer usage by four hundred and seventy-four (474).

By the end of March 2007, the Branch acquired seven (7) computers; three (3) of which were supplied by the Jamaica Library Service Headquarters in January 2007. With six (6) computers available for public access, the existing inconvenience experienced by users was alleviated.

Interestingly, the Branch fielded Parish Champions in the 6-8 and 9-11 age groups of the Annual Reading Competition and also conducted a fruitful Summer Programme. The activities were supported by the generous contribution from several individuals and businesses in Brown's Town.

Ocho Rios

The Branch recorded an increase in reference consultations and a decrease in book stock, membership and books loaned for home reading when compared to the figures for the previous year.

The Performing Arts Committee was the most active during the period. All annual events were held and cultural programmes were provided for the youths.

Claremont

Materials circulated increased by fifteen thousand, eight hundred and thirty (15,830) primarily as a result of an increase in reference usage.

The Branch had only two computers but high speed internet access reduced downtimes and the need for currency in information resulted in an overwhelming increase in computer usage.

During the year the Branch participated in all major library events, which included Child Month, National Heritage Week, Library Week, Parents Month, Drug Awareness Month, Black History Month and Earthquake Awareness Week.

Discovery Bay

Discovery Bay Branch Library was confronted with a number of challenges chief among them was the dust nuisance arising from the construction of the highway. Staff members, users, equipment and the building itself were negatively affected.

Issues and membership declined but reference increased marginally by three hundred and fifty three (353). It was noted that many children were not visiting the library; therefore, the Branch initiated a Reading Club at the Discovery Bay All Age School called 'Read 2 Read'. In conjunction with story-telling, various activities were undertaken at monthly meetings. Also a homework assistance programme, initiated to encourage the youngsters, was started in January 2007. Members of staff at the Branch have started to

solicit volunteers to assist the participants in the programme, which will continue in the next financial year.

St. D'Acre

The library service to the community of St. D'Acre and its environs was curtailed on January 26, 2007 as a fire destroyed the entire building and its contents. Efforts will be intensified in the next financial year to rebuild the fixed facility and restore service to the community as early as possible. In the interim, arrangements have been put in place and will be finalized early next financial year to provide service through a Mobile Library.

Runaway Bay

Runaway Bay Branch Library provided computer services, including internet access, to the public. Though the Branch recorded the least usage in the Parish Library Network, a minor increase in the figures was encouraging as the services were offered only on Mondays, Wednesdays and Fridays and access was limited to only three hours each day. Membership also increased; however, there was no improvement in books circulated mainly because of material limitations especially for the juniors.

Bamboo

For a Branch with service in the evening hours only on Mondays, Wednesdays and Thursdays, Bamboo performed remarkably. Computer usage escalated by six hundred and nineteen (619). Books in circulation totaled thirteen thousand and forty (13,040) which represented an increase of one thousand and forty-seven (1,047) over the figure for the previous year. Increases in both home loans and reference use were responsible for the favourable outcome. The collection and membership also increased.

Manned by a single member of staff, the Branch also conducted a vibrant Story Hour programme.

Mount Zion and Sturge Town

Sturge Town and Mount Zion recorded increases in book stock and membership but failed to show improvements in home loans and reference consultations.

The figure for book circulation did not increase at Mt. Zion Branch Library. The problem was being addressed by the implementation of an outreach programme to assist slow learners from the All Age School in the community. Also, students, who were unable to read from grades five and six, were given assistance in phonics two days per week. The initiative, which was started in October 2006, has borne fruit and will be continued in the next financial year. In addition, Story Hour sessions were held weekly during the period under review.

Linton Park

Home loans decreased from one thousand, eight hundred and nine (1,809) in 2005/2006 to nine hundred and eighty-four (984) in 2006/2007. Reference use increased at Linton Park though still below expectations largely due to the fact that students from the school in the area did not fully utilize the library for assignments and the majority of children live in the adjoining district, Grant's Bailey, which is over three (3) kilometres away. Also, most of the adults are illiterate and do not visit the library. Discussions were held with Jamaica Foundation for Lifelong Learning (JFLL) with a view to restart literacy classes in the area.

ST. MARY

Parish Library

The services provided by the library continued to be fully utilized by members and other users from the community. Students at the primary and secondary levels were the major users of the service. The library's facilities were fully utilized to complete research for School Based Assessment (SBA) projects in preparation for external examinations.

Readers' interests were consistent throughout the Parish Library Network. For home reading, paperback novels continued to be the favourite among the adult readers, who were predominantly young females with an overwhelming interest in romance novels.

Full service to the Richmond Adult Correctional Institution resumed in February 2007. The inmates and staff were appreciative and made excellent use of the facility for borrowing books. Special requests were made for more encyclopedias, atlases and dictionaries to be added to the collection, and these were satisfied as additional titles were received from Headquarters.

Service to the Visually Impaired continued to be provided by the Parish Library. Although no new users were registered, the service was accessed by regular users, who borrowed sixty-two (62) audiocassettes from the audiovisual collection. The stock was comprised of four hundred and forty-four (444) audiovisual material.

The Mobile Library Service was maintained on eight (8) routes covering a total of thirty-three (33) stops. There were on occasions disruption in the service. During the summer holidays the service was also suspended.

As a result the book circulation through the Mobile Library decreased tremendously. Nevertheless, the service was greatly appreciated by readers in the communities visited, and it remained essential to their needs for recreation and information.

Annotto Bay

The full time Branch continued to provide a high level of service to the community. The Branch recorded increases in stock, membership and home reading. There was active participation in the programme of extension activities over the summer period.

Highgate

There were increases in membership and reference consultations at the Highgate Branch Library, but home loans decreased as the facilities were not greatly utilized during the summer months. The Branch also undertook a massive withdrawal of outdated books. Photocopying and computer services continued to be well utilized by members of the public.

Oracabessa

Students continued to be the main users during the year. Reference use therefore remained very high. There was a minor decrease of fifty-seven (57) when the figure of twenty thousand, four hundred and thirty-three (20,433) for this year was compared to the previous year's total of twenty thousand, four hundred and ninety (20,490).

Gayle

One of the highlights for the Branch was the introduction of high speed Internet service in March 2007. This replaced the previous dial-up service, which users and staff had found to be very slow and unreliable.

At the end of March the landlady was still effecting repairs to an additional room and bathroom so that the library could be extended and the problem of accommodation alleviated.

The increase in demand for library services has highlighted the need for the Branch to open on Saturdays so as to more conveniently accommodate the vast number of current users. This matter will be examined early in the new fiscal year.

Castleton

The Branch was closed effective February 1, 2007 because of lack of maintenance of the building and premises by the landlord. The Branch remained closed despite efforts to identify a suitable location to house the library. Efforts will intensify in the next financial year.

Islington

The figures for stock and book circulation showed increases with reference use increasing by nine hundred and two (902) from four thousand, six hundred and thirty-seven (4,637) to five thousand, five hundred and thirty-nine (5,539). Stock increased by four hundred and thirty-one (431) moving from nine hundred and ten (910) in the previous year to one thousand, three hundred and forty-one (1,341) for the current period.

Interest in the service remained high as evidenced by the large number of users who visited daily.

Discussion was started with the officers at the Islington Baptist Church at which the library is housed for repairs to be effected in the next financial year .

Woodpark

The Branch continued to perform satisfactorily with issues moving to seven thousand and twenty (7,020) from three thousand, one hundred and fifty-six (3,156) and reference use to three thousand, four hundred and ninety-six (3,496) up from one thousand, seven hundred and twenty-six (1,726) for the previous year. There were also significant increases in membership and stock figures.

Camberwell

Decreases were recorded in stock and membership. This resulted from the withdrawal of outdated and worn materials from the collection as well as withdrawal of the names of inactive members from the membership records.

Richmond

This Branch experienced increases in circulation and membership, which were attributed to extension activities that exposed users to the services offered.

PORTLAND

Parish Library

The Parish Library continued to play an integral role in public education through its many exhibitions and public lectures as well as a reference and information service.

The period under review recorded increases in book stock and circulations. At the end of March 2007 the total book stock was twenty five thousand and seventy-two (25,072) reflecting an increase of one thousand five hundred and eighty-seven (1,587) over last year's figure of twenty-three thousand four hundred and eight-five (23,485).

Circulation figures totalled one hundred and eighty two thousand and fourteen (182,014) increasing by twenty-one thousand seven hundred and fifty-nine (21,759) over last year's figure of one hundred and sixty thousand two hundred and fifty-five (160,255).

Membership on the other hand decreased by three thousand seven hundred and forty-seven (3,747) and totalled ten thousand one hundred and fifty-five (10,155) when compared to thirteen thousand nine hundred and two (13,902) for April 2005-March 2006. This reduction was as a result of the updating of the junior membership.

Buff Bay

The year under review was a fairly good one for this Branch. There were increases in stock, issues, reference use and overall circulation figures, while an active programme of extension activities was maintained throughout the year.

The high demand for ICT services meant that additional computer resources had to be provided. A special allocation of three flat screen computers was made from Headquarters for public access in December 2006. These allocations brought to seven (7) the number of computers available to the public. With the additional equipment, access to the Internet for the public was greatly boosted and the computers were subsequently heavily used. The ICT services were further boosted with the purchase of a Canon facsimile machine in July, while the Charles Town Maroon Society donated two (2) Viewsonic computer monitors.

Similar to the previous year, staffing was boosted through the placement of temporary workers under the National Youth Service programme. In September 2006 the Records Officer in charge of the Branch, was granted two years study leave in order to complete the Bachelor of Arts Degree in Library and Information Studies at the University of the West Indies.

Hector's River

The main challenge for the staff of the Hector's River Branch Library during the period under review was to provide reference material to meet the needs of users in the community, from basic school to tertiary level. Due to the proximity of the Branch to the Happy Grove High and Seaside Primary Schools, close contact was maintained with teachers who often visited the library to demonstrate to their students how to conduct research. There were increases in stock and membership, but total book circulation at the end of the year decreased by two thousand, one hundred and ninety (2,190) to nine thousand, two hundred and sixty-eight (9,268).

Hope Bay

Despite continuing to operate from the very limited, one-room space leased for the running of the Branch, the performance during the past year was a marked improvement over last year. There were increases in total book circulation, issues and reference use,

although both stock and membership declined. Book circulation increased by four thousand, four hundred and forty-eight (4,448) to eleven thousand, six hundred and thirty-nine (11,639). The main contributor to this growth was the sharp increase in the use of reference material, as scores of students continued to use the facilities daily to complete school assignments.

Long Bay

The facilities of the Long Bay Branch Library continued to serve the community and its environs very well.

This Branch met the information needs of students of four schools in and around this area, eliminating the need to go to the Parish Library over ten miles away in Port Antonio. Tourists in the area also used the facility, as most of them were interested in finding information on Jamaican culture and heritage. Both students and tourists embraced the computer and Internet services offered at the Branch. On August 21, 2006 this Branch was the first in the parish to receive Asymmetrical Digital Subscriber Line (ADSL) high speed Internet connection.

The excellent performance of the Branch was reflected in a wide range of extension activities promoted over the year, as well as an increase of three thousand, four hundred and forty-six (3,446) in circulation, which moved from twelve thousand, seven hundred and twenty-four (12,724) to sixteen thousand, one hundred and seventy (16,170). There were also increases in Reference use, stock and membership. Many of the extension activities at the Branch were held in collaboration with the Long Bay/Fair Prospect Citizens' Association.

The Branch was fortunate to receive book donations from both local residents and visitors.

Manchioneal

The Branch continued to be heavily used mainly by children from all grade levels from the Manchioneal All-Age School. Unfortunately, the wider community, especially adults, hardly visited the facility or used the services. This may be as a result of the Branch's location on school premises. Nevertheless, increases were recorded for total book circulation, reference use and stock. In December 2006 the Branch received Asymmetrical Digital Subscriber Line (ADSL) high speed Internet service connection.

Mount Pleasant

Regarding the year under review, the general performance of the Branch was very good, as increases were recorded in stock, membership and total book circulation. The stock figure of two thousand, one hundred and forty-four (2,144) at the end of the year increased by one hundred and ninety (190) over the previous year's figure. Membership

increased by seventeen (17) to one hundred and ninety-three (193). Total book circulation increased by one thousand, one hundred and sixty (1,160) to three thousand, five hundred and sixty-four (3,564).

During September 2006 the Internet connection was upgraded to Asymmetrical Digital Subscriber Line (ADSL) high speed service.

Extension activities were staged; the main one for the year, the Annual Children's Summer Programme, was a huge success based on the large number of participants and the level of interest shown.

ST. THOMAS

Parish Library

As the main Service Point in the Network the Parish Library functioned as the nucleus of activities. As a result of this, the high demand for services highlighted chronic shortage of space and the limited supply of material and equipment. Nevertheless, the directorate, the management team and the staff ensured that service delivery was of a high standard.

Increases in the use of Information Communication Technology and reference services were very encouraging and provided excellent support to the clientele when the other core services had decreased.

Cedar Valley

The Cedar Valley Branch Library was closed on July 17, 2006 due to continued deteriorating conditions at the Branch. A site visit was conducted by the directorate of the Jamaica Library Service to assess the facilities and determine suitability to continue operations at the existing location. A project proposal for assistance to renovate the building was submitted to the Culture Health Arts Sports and Education (CHASE) Fund.

Seaforth

At the end of the year, there were decreases in membership and book circulation at the Branch. The decreases were as a result of the de-listing of delinquent readers and a general reduction in reference usage due to deficiencies in the reference collection in some subject areas. It was noted that students from schools in the community and some tertiary institutions opted to use the Parish Library to satisfy certain reference needs.

It is anticipated that the reference collection will be strengthened in the upcoming financial year to adequately satisfy the research needs of users.

The Branch staff planned and executed a number of educational and informational activities particularly for students in the community. These activities supported topical issues and observances of interest to students. The Story Hour programme conducted at the Branch on Friday afternoons continued to attract a high participation from the juniors and special effort was made by the staff to provide a variety of exciting activities that stimulated the children's interest.

The summer programme was successfully conducted with sixty (60) registered participants. Additionally, ten (10) juniors participated in the Reading Competition and one participant from the Branch emerged as a finalist to represent the Parish Library Network in the national finals in Kingston.

The two (2) computers for public access were fully utilized for Internet, word processing and printing services. The Internet service was upgraded to broadband Asymmetrical Digital Subscriber Line (ADSL) which offered users high speed connection to the Internet. This was well received by the public as the increased speed facilitated access to more activities on-line.

A photocopying service was introduced in January 2007 following the relocation of the photocopier from the Yallahs Branch Library. This service was appreciated by the community as it was provided in response to requests from students and other users.

Port Morant

At the end of the year in review, the Branch had decreases in membership and book circulation. A new set of Junior encyclopedias was allocated to the Branch, however, deficiencies in the reference collection and reading material for juniors and adults were constraints encountered during the year. Due to the low usage of the service by adults efforts were made by staff to invite adult readers to join the library. This initiative however did not yield the desired results.

The suitability of the location of the Branch continued to impact on usage of the library. The Branch is housed in a small building with no space for expansion of the collection, adequate facilities for users or the execution of extension activities.

In view of this, the St. Thomas Parish Library Network Committee proposed the relocation of the Branch to its former site at Chapel Hill. A submission was subsequently made to the Commissioner of Lands through the local Lands Office requesting approval to use that site.

In addition, the site of the former home of Issac Barrant was also offered for relocating the Branch through a former parliamentarian. The proposed site was visited by the

Senior Director, Regional Director and Senior Librarian. The two proposals will be assessed for the financial year 2007/2008 and a decision taken.

The main outreach activities were mounted displays to promote use of the library and information to highlight local and international observances. The Annual Reading Competition and the Summer Programme were also conducted. Juniors and adults within the community participated with seven (7) registered for the Reading Competition and forty (40) registered for the Summer Programme. A Story Hour programme for junior readers was also conducted at the Branch on Friday afternoons.

Yallahs

During the year, work started on the renovation of the Yallahs Early Childhood Education Centre where the Yallahs Branch Library is located. The existing building is being modified to include the section for the Branch Library. The library was closed to the public effective November 13, 2006 due to the scope of the work. The Library Assistant was redeployed to the Parish Library.

At the end of the year in review, extensive work was completed on the library building including installation of a new roof, reinforcement of the walls and rewiring of the building. New toilet facilities were also under construction for staff and users of the library. It is anticipated that renovation work will be completed and the library will be reopened during the financial year 2007/2008.

Outreach activities executed prior to the temporary closure of the Branch included displays and presentations on topical issues. The Annual Reading Competition and the Summer Programme were conducted at the Branch. Juniors and adults within the community participated with thirty-five (35) registered for the Reading Competition and one hundred and fifty (150) registered for the Summer Programme.

The library was used as a venue for meetings of several community-based and national organizations including the Heart of a Child Foundation, the Early Childhood Caregivers Association, the Social Development Commission and the Registrar of Companies. These organizations also supported the library's outreach programme by conducting educational sessions which involved users of the library.

Heartease

The bookstock for Heartease Branch Library was augmented by allocations from Headquarters. Material for home reading for both juniors and adults were fairly satisfactory during the period. This impacted favourably on the figures for book circulation. The Branch was the only Service Point in the Parish Library Network that showed an increase in book circulation for the year in review when compared to the previous year.

The adult reference collection was boosted by the addition of a set of Compton's encyclopedia. Some areas of the reference collection were however deficient such as information technology and the general subject areas for external examinations.

The location of the Heartease Branch Library and challenges encountered with accommodation continued to be concerns during the year. Plans were explored with the landlord to refurbish the building to make it safe and improve its attractiveness. Efforts will be made to execute this project in the upcoming financial year.

The main outreach activities at the Heartease Branch were displays to promote the library as well as to commemorate local and international observances. The annual reading competition and summer programme were conducted at the Branch. Juniors and adults within the community participated with twelve (12) registered for the Reading Competition and eighty (80) registered for the summer programme. A Story Hour programme for junior readers was also conducted at the Branch on Friday afternoons.

During the year a large number of users of the library requested computer services. An Internet line was installed at the Branch and computers were requested from Headquarters. It is expected that these services will materialize in the upcoming financial year.

Cheswick

During the year plans advanced for the opening of this Branch Library. The building was acquired on a ten-year lease and a site visit was undertaken to prepare for the opening ceremony. Discussions were held regarding requirements for shelving, furniture and equipment and improvements to the physical layout and landscaping.

The contract for the provision of furniture was signed in March 2007, and it was estimated that the work would be completed within three months.

The opening function would take place in the next fiscal year in August 2007; and, it was anticipated that Information Technology based services such as photocopying, faxing and computer services would be offered.

ST. ELIZABETH

Parish Library

The main library was fully utilized by the public seeking material for recreational reading as well as for educational purposes. Fifty-two thousand, four hundred and forty-two (52,442) items were circulated during the review period. Ten thousand and ninety-four (10,094) of that total were books borrowed for home reading and forty-two thousand three hundred and forty-eight (42,348) were reference consultations.

Activities were organized aimed at promoting the library and keeping patrons aware of topical issues. Activities included twenty-seven (27) Story Hour sessions with an average of twenty (20) children attending and thirteen (13) exhibitions. An official

opening in conjunction with the St. Elizabeth Fire Department was held for the exhibition mounted to commemorate Fire Safety Awareness Week on October 23, 2006.

A special exhibition on St. Elizabeth was mounted to coincide with the visit of the Governor General, His Excellency, Professor Kenneth Hall and Mrs. Rhema Hall to the Library on May 4, 2006. The Governor General was visiting the parish as part of his familiarization tour of the country and was particularly pleased that some of his books were included in the library's collection. An added feature of his visit was the opportunity to view pictures on-line of the official function held in his honour earlier at Invercauld Great House.

In an effort to alleviate the space problem a forty foot (40ft) container was purchased and remodelled to be used for storage. There was still some outstanding work to be done on the container at the end of the year.   A water storage tank was installed at the Parish Library in order to counter the effects of regular disruptions of supply and the low water pressure that is usually experienced, especially in the dry season. This eliminated the need to send staff home early on the days when there was no water.

The upsurge in criminal activity and particularly the theft of computers prompted the library to take precautionary measures and employ a security guard with a dog at nights. This type of security was chosen as investigations revealed that there was no armed response in the area to support electronic security.

Furniture was purchased for the multipurpose room, which was used to host training sessions on a number of occasions during the year.

Several students from Black River, Lewisville, Lacovia, Newell and St. Elizabeth Technical High Schools were accommodated at the Parish Library for work experience for two weeks at various times during the year.

Malvern

The year ended March 31, 2007 was one of mixed fortunes for this Branch Library. A total of seventy-six thousand nine hundred and seventy-seven (76,977) items were circulated, and of this amount sixty-six thousand and forty-nine (66,049) were reference consultations. Students of Bethlehem Moravian College, Hampton School, St. Elizabeth Technical High School and Munro College used the Branch extensively for their information needs. It is pleasing to report that the students of Bethlehem All-Age School also used the library's resources regularly to complete group assignments.

On the other hand, the number of books borrowed for home reading was less positive, and there was a decrease of two hundred and thirteen (213) when compared to the home loans figure for the previous year.

Malvern Branch Library has produced a number of Parish Champions in the National Reading Competition and this tradition continued during the review year. Miss Jody-Kay Maxwell represented the Parish Library in the 15-20 years age group of the Adult Competition and placed second in the national finals.

The computer and photocopying services were fully utilized during the year. Fifteen thousand, four hundred and seventy-five (15,475) copies were made for customers. One thousand, six hundred and thirty-five (1,635) persons accessed the computers.

Santa Cruz

Computer service at this Branch was enhanced with the donation of five (5) Dell computer systems and a Canon printer for public access from the Ministry of Industry, Technology, Energy and Commerce on June 16, 2006. This donation increased the number of public access computers at the Branch to nine (9), and significantly reduced the amount of time patrons had to wait to access machines. A new laser printer was also installed during the year.

The addition of the new equipment was welcomed by the clientele and a total of seven thousand, four hundred and twenty-eight (7,428) persons accessed the service during the year. Of this total, six thousand two hundred and forty-four (6,244) persons used the Internet for research and e-mail and one thousand one hundred and eighty-four (1,184) persons did word processing.

The photocopying service was also well utilized by the public with a total of one hundred and fifteen thousand, three hundred and thirty-seven (115,337) copies being made.

A total of sixty-three thousand, seven hundred and sixty (63,760) items were circulated. One hundred and ninety-eight (198) new members were added during the year and one hundred and forty-eight (148) membership records were cancelled, bringing the membership at the end of March 2007 to four thousand, seven hundred and sixty-eight (4,768). The cancellations were as a result of de-listing of delinquent readers.

Summer Programme activities were held at the Branch during July 17-28, 2006 and were again well supported by the community of Santa Cruz. Thirty-four (34) children between the ages of five and fourteen years registered for the programme.

The Branch recorded an outstanding performance in the National Reading Competition with Kathrina Watson, the 12-14 age group Parish Champion emerging as the National Champion.

A number of exhibitions were mounted at the Branch during the year, one of which was mounted by the Sickle Cell Trust located in Kingston to heighten public awareness about the disease.

Expressions of interest were invited for the preparation of plans to extend the library and for the provision of pre and post contract services. This was the first step towards the provision of the needed extension.

Southfield

Thirteen thousand, three hundred and seventy-six (13,376) books were circulated during the year ended March 31, 2007. Of that amount five thousand, two hundred and seventy-three (5,273) books were reference sources, and eight thousand, one hundred and three (8,103) were books loaned for home reading. The number of books borrowed increased by two hundred and sixty-four (264) while reference consultations decreased by one thousand and forty-seven (1,047). The membership at the end of the year was one thousand, one hundred and seventy-four (1,174), consisting of seven hundred and ninety-seven (797) junior readers and three hundred and seventy-seven (377) adults. This figure is a marginal increase of seventy-seven (77) when compared to the membership at the end of last year. One hundred and twenty-five (125) new members were registered. There were forty-eight (48) cancellations during the period under review.

A number of exhibitions were mounted to mark various national and international observances. Thirty-four (34) Story Hour sessions were held for the year, with an average of thirty-five (35) children attending. The annual Summer Programme which was held during July 17-28, 2006 was a success. Donations in cash and kind were received from many persons in the community.

Members of the community in Southfield maintained their excellent track record as friends of the Library, and an acknowledgement of sincere thanks was expressed to the many individuals who donated books and periodicals to the Branch Library throughout the year.

Balaclava

There were decreases in membership and stock and a slight increase in circulation at the Branch Library. A total of nine thousand, six hundred and four (9,604) items were circulated of which five thousand, six hundred and fifty-two (5,652) were for home reading and three thousand, nine hundred and fifty-four (3,954) were reference consultations. This was a marginal increase of one hundred and sixty-three (163) when compared with the circulation figure for the year ended March 31, 2006. The book stock and membership declined by five hundred and sixty-nine (569) and seventy-five (75) respectively.

Twenty-three (23) Story Hour sessions were held during the year with an average of twenty (20) children participating. Inclement weather caused a number of the sessions to be cancelled. A number of exhibitions were mounted during the year to mark various national/international observances. The Summer Programme was held for two weeks from July 24 to August 4, 2006. The Branch also had some success in the Junior Reading

Competition, with members placing third in the 9 -11 and 12 -14 years age groups at the parish finals.

One hundred and eighty-three (183) persons utilized the computer service. One hundred and forty-six (146) persons accessed the computers for research and e-mail and twenty-six (26) persons for word processing. The photocopying service was fairly well used, with five thousand, nine hundred and sixty-three (5,963) copies being made for customers.

Elderslie

The quest to find more suitable premises to house this Branch ended during the review year. Premises owned by the St. Elizabeth Health Department were rented and renovated, and on March 26, 2007, Elderslie Branch Library moved to its new home. The premises housing the Branch accommodate a reading room for adults and juniors, a reference room, an office, as well as a lunch room and restroom facilities.

In addition, the library is now able to offer its core services in a more spacious and comfortable building; and, for the first time, additional services such as computer and photocopying services were being offered.

The figure for the year for book stock was two thousand, one hundred and seven (2,107); total membership was eight hundred and six (806); and, material circulated totalled three thousand, nine hundred and fifty-eight (3,958). The circulation figure was six hundred and fifty (650) less than the previous year's figure. It is expected that the improved facilities and book stock will translate into much more encouraging figures in the new financial year. The incidence of overdue books continued to be low.

The Branch had a very good summer programme during July 17-28, 2006 with twenty-seven (27) children registering. Seventeen (17) children registered for the National Reading Competition. Also a number of exhibitions were mounted during the year to mark various national/international observances.

Junction

There were one hundred and seventy-six (176) new members registered during the year and the cancellation of one hundred and thirty-two (132) membership records. The cancellations were as a result of de-listing and the removal of dormant readers from the register. The membership at March 31, 2007 was one thousand, eight hundred and fourteen (1,814), comprising five hundred and seventy-three (573) adults and one thousand, two hundred and forty-one (1,241) juniors.

The Branch recorded the largest increase in circulation in the Parish Library Network for the year. Twenty-eight thousand and eighty (28,080) items were circulated, representing an increase of eight thousand, two hundred and fifty-six (8,256) over the circulation

figures for the previous year. Of the total, twenty-two thousand, seven hundred and seventeen (22,717) were reference sources consulted at the library and five thousand, three hundred and fifty-four (5,354) were books borrowed for home reading. Reference consultations increased significantly by seven thousand, five hundred and fifty-five (7,555) and the number of books loaned for home reading increased by seven hundred and one (701).

A varied programme of extension activities was carried out at the Branch during 2006/2007. A number of exhibitions were mounted, and sixteen (16) Story Hour sessions were held, with an average attendance of fourteen (14) children. The annual summer programme activities were held at the Branch from July 24 to August 5, 2006 with an average of forty (40) children attending daily. Support from the community was excellent and greatly appreciated. Seventeen (17) children participated in the Junior Reading Competition. Michael Salmon placed second in the 6-8 years age group in the parish Finals.

The computer and photocopying services were both fairly well utilized throughout the year. One thousand, three hundred and thirty-five (1,335) persons accessed the computers, and nineteen thousand, nine hundred and seventy-five (19,975) copies were made for customers.

Seven students from B.B. Coke and Black River High Schools were each accommodated for two weeks' work experience at various times during the year.

This library has the potential to be operated on a full-time basis; but, with a staffing complement of one Library Assistant and a part-time Cleaner/Attendant, this had not been possible. The necessary requests were submitted for increased staffing and this matter will be pursued in the next financial year.

Lewisville

The Branch had increases in membership and circulation, while the book stock decreased by one hundred and six (106). The book circulation continued to be encouraging, as a total of eight thousand, five hundred and seventy (8,570) items were circulated during the review year. This represented an increase of two thousand, four hundred and thirty-eight (2,438) when compared to the circulation figure for the year ended March 31, 2006. Membership increased marginally by fifty-five (55). Seventy-three (73) new members were registered during the year, comprising thirty-three (33) adults and forty (40) juniors. The membership records of twelve (12) persons were cancelled and five (5) junior members were transferred to the adult membership.

The computer and photocopying services were fairly well utilized during the year and the equipment proved reliable. Fourteen thousand, one hundred and six (14,106) copies were made for customers, and four hundred and fourteen (414) persons accessed the computers.

Nain

The membership at this Branch has reduced significantly as a result of updating of the register. The membership at the end of the year was two hundred and twenty-two (222), comprising seventy-one (71) adults and one hundred and fifty-one (151) children. Sixty-two (62) new members were registered, and the membership records of twenty-two (22) persons were cancelled. A membership drive has begun and will continue in the next financial year. The membership recorded an increase of forty (40) over the figure for last year.

Total circulation for the year was four thousand, one hundred and seventy-one (4,171). This represented a decrease of one hundred and forty-two (142) when compared to the circulation figure for last year. Eight hundred and forty-eight (848) persons utilized the computers at the Branch for research, e-mail and word processing during the year. This represented an increase of one hundred and sixty-five (165) over the number of persons who accessed the computers last year. Internet service was unavailable for an extensive period during the review year as phone lines were damaged by lightning. A total of seven thousand, seven hundred and three (7,703) copies were made. The figure represented an increase of one thousand, six hundred and eighty four (1,684) copies when compared to last year's figure.

A number of exhibitions were mounted during the year to mark important occasions and highlight topical issues. The Summer Programme was held from July 24 to August 5, 2006, and twenty (20) children participated. Eleven (11) children and nine (9) adults registered for the National Reading Competitions. Shanique Holness and Angella Mowatt competed in the 2nd leg of the 15-20 and 21 and over age groups of the Adult Competition respectively. Miss Mowatt represented the parish in the national finals in her age group.

A photocopier was purchased for the Branch during the year.

Red Bank

There were increases in the book stock, membership and circulation at this Branch for the year ending March 31, 2007. A total of two thousand, five hundred and twenty-three (2,523) books were circulated. When compared with the figure for the 2005/2006, an increase of five hundred and sixty-nine (569) was recorded. Loans increased by two hundred and forty-eight (248) and reference sources consulted increased by three hundred and thirty-one (321). There was a slight increase of fifteen (15) in the membership, and the book stock increased by four hundred and ninety-one (491).

The Summer Programme was held for one week during July 17-28, 2006 with twenty-seven (27) children registering and fifteen (15) children attending daily. Seventeen (17) children participated in the Reading Competition.

Warminster

Five thousand, four hundred and ninety-seven (5,497) books were circulated during the year. Of this amount two thousand, four hundred and thirty-three (2,433) were loaned for home reading and three thousand and sixty-four (3,064) were reference consultations. The figure represented a decrease of two hundred and fifty-three (253) when compared to the circulation figure for the previous year. The book stock at the end of the year totalled two thousand, two hundred and sixty-eight (2,268), a decrease of one thousand, two hundred and seventy-eighty (1,278) when compared to the previous year's stock. This was due to the removal of old and outdated books from the collection during Branch visits.

The Branch had a varied programme of extension activities for the period with a number of exhibitions mounted to mark various national observances. In addition all the major activities for children were held. It was pleasing to report that, despite the rains experienced during the period, a total of forty-eight (48) Story Hour sessions were held with an average of eighteen (18) children participating.

The computer service at the Branch was reasonably utilized despite the absence of Internet access. One thousand, seven hundred and fifty-five (1,755) persons accessed the service for research from CD-ROMs, for word processing and to play games. Nine hundred and seventy-seven (977) photocopies were made.

WESTMORELAND

Parish Library

It was a challenging year for the Main Library. The book circulation figures showed that the Library remained central in the provision of educational, recreational, and informational material for thousands of patrons.

The computer usage revealed the Library's ever increasing popularity as an access point for ICT service.

During Reading Week, the Main Library hosted an Open Day on November 3, 2006. Patrons were "taken behind the scenes" and received free Internet access, book bags and other souvenirs.

The Library forged additional partnerships in the community. Some of which included the establishment of a Career Corner in association with HEART Trust, the provision of accommodations for monthly meetings of the Drug Awareness Committee, partnering with the Chamber of Commerce and the HEART Trust to organize training programmes for unemployed youths in the Parish and the hosting of a licensing session for personnel from the Fisheries Division of the Ministry of Agriculture.

Bethel Town

Bethel Town had a stable year. The figures for book stock and book circulation decreased while membership increased marginally. During the year reference consultations continued to increase.

The anticipated work on the construction of the new building did not materialize despite the effort to complete the drawings. The aesthetics of the present location however was improved.

There was a significant increase in the number or persons using ICT services at the Branch, and the demand for broadband Internet connection has increased.

The Library held the regular extension activities, which included the Annual Summer Programme from July 24 – August 4, 2006, and the Reading Competition where fifteen (15) children participated.

Negril

This was a successful year for the Service Point. The decline in the overall book circulation noted last year was reversed. The low number of junior books loaned still remained an area of concern, especially since the Negril All-Age School is located next door to the Branch Library.

The community showed interest in the computer service. The service could however have been better had the library been equipped with the full complement of computers.

A number of exhibitions were mounted during the year. The Library had its Annual Summer Programme during July 17-28, 2006. Eighteen (18) students participated in the Reading Competition. Christine Wheatley, from this Branch Library placed third in the 9-11 years age group at the Parish Finals.

Although the planned infrastructural improvement did not materialize, discussions were held with the non-governmental organization that offered to assist with improvements to the building. A special work day was held at the Branch to make the environment more pleasing and the collection updated as some books were withdrawn.

Petersfield

The physical infrastructure at this Branch received the necessary attention. The end result was an aesthetically pleasing environment for both users and staff.

The Library received Asymmetrical Digital Subscriber Line (ADSL) connection on June 22, 2006.

While the figures for the book stock showed a decline, both the membership and book circulation increased.

A vibrant Summer Programme was held from July 24 to August 9, 2006, with sixty-two (62) children participating. Exhibitions, Story Hour Sessions and the Reading Competition also received good support.

Whitehouse

This was a fair year for the Whitehouse Branch Library. Towards the end of the year a contract was signed for the erection of a chain link fence around the perimeter of the premises. This, when completed, will prevent stray animals converging on the property.

Extension activities continued to be vibrant at this Service Point, as a number of exhibitions were mounted and Story Hour Sessions were held on a regular basis. Nineteen (19) students participated in the Reading Competition and thirty-four (34) children participated in the Summer Programme which was held during July 10-21, 2006.

The Branch continued to satisfy the needs of its clientele. The number for junior home loans was quite pleasing. The Branch Library received Asymmetrical Digital Subscriber Line (ADSL) connection on March 13, 2007.

Beeston Spring

The Beeston Spring Branch Library had one of its better years since it started operating four (4) years ago. With HEART Trust operating training sessions at the nearby Basic School, there has been increased usage of the reference sources and the photocopying service.

The Annual Reading Competition received its best support during this year, when forty-one (41) students, mainly from the New Roads Primary School, entered the competition. At the Parish Finals, Gina Greaves finished as first runner-up in the 6-8 years age group and Waydia Brown was the second runner-up in the 12-14 age group.

Fifty-six (56) children participated in the very popular Summer Programme held from July 24 – August 5, 2006, and Story Hour Sessions were held regularly.

A scanner donated by a friend of the Library and two (2) filing cabinets were added to the inventory.

There were increases in both the membership and book circulation; however, the book stock declined. The increase in the book circulation was pleasing as this increase was attributed to both home reading loans and reference consultations.

Darliston

A phenomenal fourteen thousand, eight hundred and nineteen (14,819) reference consultations were made bringing the overall circulation total to sixteen thousand, four hundred and fifty-five (16,455) for the year under review.

The need for a more spacious or alternate facility was quite evident this year. Some clients were inconvenienced as they were not able to be accommodated to complete their research on some days.

The Member of Parliament has been the driving force in negotiating with the Post and Telecommunications Department to make the lower level of the Darliston Post Office available for the Library. The dialogue will continue in order to identify alternate accommodations to alleviate the space constraint and satisfy users' needs.

St Leonards

The overall performance of the Service Point was disappointing. This is very ironic when one notes the number of children living in this community. This situation will be further investigated in the next financial year to establish the cause of the unsatisfactory usage of the Library by the community.

A "bright spark" however was the successful Annual Summer Programme, held during August 14 – 25, 2006, with forty (40) children in attendance.

CONCLUSION

A review of the performance of the Public Library Network indicates a year characterized by challenges, which included staff shortages, the deficiency in the collection, rate of user delinquency in the return of borrowed material, uncertainty of operations in volatile communities, poor accommodation in some locations and reduction in mobile operations.

On the other hand, it was also a year of considerable achievement; among which were the improvement in several areas of the collection, expanded and more varied extension activities, improved ICT capacities, upgrade of buildings and furnishing and some relief in the problem of staffing.

Despite the difficulties, solutions continue to be sought and the accomplishments are acknowledged and provide an impetus and encouragement for improved performance.

SCHOOLS LIBRARY NETWORK

INTRODUCTION

The Schools Library Network through six (6) Regional Offices continued to operate a service to nine hundred and twenty-six (926) school libraries islandwide covering the following categories:

29 Infant Schools
356 Primary Schools
346 All Age Schools
87 Primary & Junior High Schools
9 Technical High Schools
95 High Schools
4 Special Schools[1]

Major achievements this year included an increase in the number of persons trained at Teacher/Librarians' Seminars, the initiation of three meetings with Principals of Infant Schools, enhancement of school library collections, re-establishment of libraries and the inspection visits along with book exchanges in support of maintaining functional libraries.

1. HUMAN RESOURCE ASSET

The staffing establishment for the Schools Library Network covers the centralized Headquarters and six (6) Regional offices across the Island. In total there were fifty-two (52) positions representing the various categories of staff.

There was a general improvement in the filling of vacancies within the Headquarters of the Network. There were only four positions which were not filled. Vacant positions totalled eight (8) in the Regions. Regions 1 and 3 had a librarian each as compared to previous years when only Region 1 had one. Regions 2, 4, 5 and 6 are still without a librarian.

Regions 1, 3 and 5 functioned with four members of staff while Regions 2 and 6 functioned with two members of staff each. Region 4 functioned for the most part of the year with one member of staff only.

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[1] Appendix SLN 001: Island Coverage at March 31, 2007

2. <u>FINANCE</u>

i. Budget

An overall amount of one hundred and four million two hundred and eighty-nine thousand, eight hundred and four dollars ($104,289,804.00) was approved for the financial year 2006/2007 to fund the purchase and distribution of material and resources, and to carry out the administrative functions of the Division.[2] This was a decrease of one million, five hundred and forty-two thousand, four hundred and eleven dollars ($1,542,411) from the approved amount of one hundred and five million eight hundred and thirty-two thousand, two hundred and fifteen dollars ($105,832,215.00) for the previous year.

The allocation of funds for the purchase of books was increased by fourteen million and thirty-five thousand dollars ($14,035,000) from forty-six million, three hundred and fifty thousand dollars ($46,350,000.00) in the year 2005/2006.

A sum of one million, one hundred and forty-eight thousand ($1,148,000.00) was approved for the acquisition of periodicals.   This was an increase of four hundred and thirty-four thousand dollars ($434,000.00) over last year's figure of seven hundred and fourteen thousand dollars ($714,000.00).

3. <u>COLLECTION MANAGEMENT</u>

i. Resource Material

Two thousand, six hundred and twelve (2,612) titles comprising fifty-nine thousand, eight hundred and seventy-three (59,873) books, seven hundred and twenty (720) compact discs and thirty-one (31) audio cassettes were purchased from the United Kingdom and the United States. Twenty-one (21) titles comprising two thousand, five hundred and six books (2,506) and forty (40) compact discs were purchased locally. These included one hundred and seventy (170) sets of encyclopedias to continue the trend in replacing outdated sets in school libraries.

Purchases totalled sixty-three thousand, one hundred and seventy (63,170) items, an increase of twenty-two thousand, nine hundred and sixty-eight (22,968) over last year's figure of forty thousand, two hundred and two (40,202). There was a marked difference in the quality and quantity of material that was available for selection by school library personnel resulting in significant improvements in the book stock of most school libraries visited.

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[2] Appendix SLN 002: Estimates of Expenditure by Objects 2006-2007

ii. Periodicals

Two thousand and fifty-nine (2,059) copies of periodicals covering titles such as Jamaica Journal, National Geographic, National Geographic Kids, Kids Zone, Caribbean Challenge and Discovery Girl were distributed to primary and high school libraries.

iii. Donations

Items of material donated to the Network comprised three thousand, four hundred and ninety-six (3,496) books, two thousand, one hundred (2,100) periodicals, six hundred and thirty-seven (637) booklets, two hundred and eighty-four brochures (284) and one (1) compact disc. [3]   These gifts were received from the following donors:

- CHASE Fund
- Ministry of Foreign Affairs and Foreign Trade
- Jamaica Customs Department
- Bookpoint Limited
- Harper Collins Publishers
- Penguin/Pearson Publishers
- Digicel Foundation
- Office of the Prime Minister
- Holy Trinity High School
- Andrea Rattray
- Russell's Enterprises
- Food for the Poor

iv. Distribution

Sixty-one thousand and seventy-two (61,072) books, one hundred and ninety (190) sets of encyclopedias, one hundred and sixteen (116) dictionaries and seven hundred and ninety-four (794) periodicals, one (1) map, eight (8) packs of flash-cards, and nineteen (19) posters were allocated to Regional Offices for distribution to school libraries. There were significant increases in the number of books that each school library was allowed to select.

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[3] Appendix SLN 003: Donations

Figure 1: Number of Schools that Received Sets of Encyclopedia in Each Region
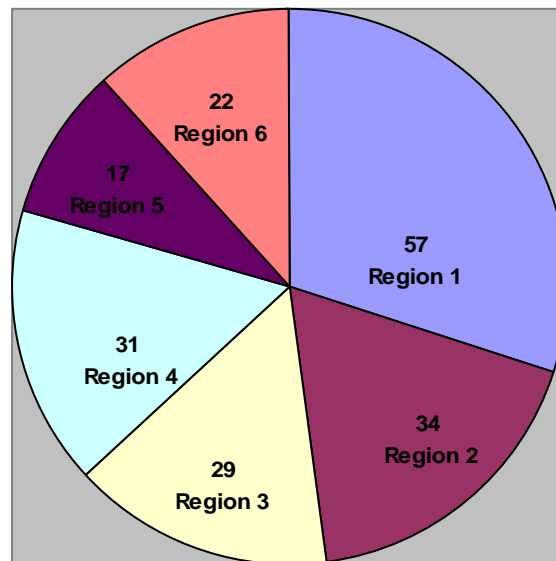
A total of one hundred and ninety (190) schools received two hundred and three (203) sets of encyclopedias in all six (6) regions (See Figure 1).

Thirteen (13) of the one hundred and ninety (190) schools each received two (2) sets of encyclopedias.[4]

v. Reading Pattern

The reading pattern was similar to that of last year and material that was requested included all categories. Special effort was made to select and purchase material to suit the needs and interest of all schools. The Infant Schools were especially grateful for the colourful books that they received. However, it was noted that many of the High School students were reading below their level. As a result, simple reading material was requested to satisfy those students' needs.

vi. Binding/Repairs

In an effort to keep the school library collections in good physical condition and to lengthen the shelf life of well used material, repairs were carried out on one thousand, four hundred and thirty-three (1,433) books.

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[4] Appendix SLN 004: Encyclopedias Allocated to School Libraries in Regions 1-6 April 2006-March 2007

vii. Withdrawals

Material that could not be rehabilitated and those that were no longer useful were withdrawn from the collections. Seventeen thousand, eight hundred and seventy-eight (17,878) books were withdrawn from the stock in the Primary Schools while three thousand and thirty-five (3,035) books were withdrawn from the High School libraries. This resulted in twenty thousand, nine hundred and thirteen (20,913) books being withdrawn. It was noted that books were being returned in better condition because of the frequency of book exchanges and the variety of resource material from which to select.

Table 1: Withdrawals from Primary and High School Libraries

Regions	Primary School Division No. Books Withdrawn	High School Division No. Books Withdrawn	Grand Total
1	9,584	2,584	12,168
2	1,606	300	1,906
3	1,358	40	1,398
4	1,363	-	1,363
5	1,784	111	1,895
6	2,183	-	2,183
Grand Total	**17,878**	**3,035**	**20,913**

Nineteen thousand, one hundred and fifty-six (19,156) book cards were withdrawn from the Accessions Register. Although the figure is four thousand and eighty-nine (4,089) less than that of the corresponding period 2005 – 2006, the target of twelve thousand (12, 000) was exceeded by seven thousand, one hundred and fifty-six (7,156).

4. <u>INFORMATION TECHNOLOGY</u>

The Schools Library Network Headquarters received two new flat screen computers, one laptop, one colour printer and a black and white laser printer. Additionally, Region 1 received one flat screen computer. The new equipment has greatly enhanced the efficiency of the Network.

Topics on Information Technology and Information Literacy were incorporated in the training programme in Regions 1 and 4 and they were well received by participants. They were encouraged to have at least one computer in their school libraries to be used as a source for finding information and to utilize various formats to find, evaluate and use information to make informed decisions.

During visits to school libraries, it was observed that schools in Region 1 were more cognizant of the need to have computers in their libraries or computer laboratories. Additionally it was noted at the Seminars that Teacher/Librarians in schools in the urban areas were more interested in computers and using the Technology than their counterparts in the rural areas.

In Region 6, of the one hundred and forty-seven (147) school libraries served, only five (5) school libraries have computers, two (2) Primary and three (3) High Schools. The three (3) High Schools which have computers with internet access were Petersfield, Frome and Black River High Schools. In many of the schools in Region 6 and other Regions, the library shared space with the computer laboratory as was seen at Hopewell, Kings Primary and Nain Primary and Junior High Schools. Other schools had partitioned their libraries and were in the process of putting in computer laboratories. Users of the libraries were not allowed to use the computers as they were reserved for Information Technology classes.

The need for school administrators to be more supportive of their school libraries in making computers and internet facilities available for Teacher/Librarians to enhance their efficiency and to assist students to acquire information literacy skills has been emphasized at every opportunity.

5. <u>PROGRAMMES AND SERVICES</u>[5]

i. Primary School Libraries

Six hundred and ninety-nine (699) visits were made to Infant, Primary and All-Age Schools in six (6) Regions to facilitate book exchanges, to inspect and assess school library facilities, give advice on best practices, perform stock checks, weed collections, establish libraries, conduct book talks and conduct story hours. This showed an increase of one hundred and twenty-three (123) visits over last year's figure of five hundred and seventy-six (576). Forty thousand two hundred and four (40,204) books, one hundred and forty-five (145) periodicals, three (3) audio cassettes, three hundred (300) leaflets, eight hundred (800) bookmarks, sixteen (16) posters, eleven (11) packs flash cards, four (4) charts, three (3) CDs and twenty-six (26) brochures were supplied to school libraries in the six (6) Regions.

Table 2: Primary School Libraries Visited

Regions	Number of Visits	Total Number of Libraries Served
1	178	207
2	117	109
3	150	146
4	19	128
5	64	83
6	171	131
TOTAL	699	804

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[5] Appendix SLN 005: All Categories of School Libraries

There was an increase of ten thousand, six hundred and twenty-four (10,624) books supplied to augment the collection available for selection at the schools.

In Region 1, one hundred and seventy-eight (178) visits were made to Primary Schools. Sixty-three (63) schools were not visited due to several challenges including shortage of staff and unavailability of an appropriate vehicle to travel to schools difficult to reach because of the roadways.

In Region 3, one hundred and fifty (150) Primary Schools were visited representing an increase in visits of sixty-nine (69) schools. Visits started again in Clarendon to two schools, which previously had major access challenges. The schools were Prospect and Main Ridge All-Age, and they were visited for the first time since the 1980's.

In Region 4, challenges created by staff resignations were serious cause for concern especially as these resulted in a reduction in the number of schools that were visited in the Region.

Initiatives organized by the Directorate to address this problem were implemented towards the latter part of the year. A total of nineteen (19) Primary School libraries were visited that had not been visited for an extended period. Stock counts of these collections were undertaken and new material allocated. In total two thousand and twelve (2,012) books were distributed to the school libraries. Some of these schools had representatives who attended the Teacher/Librarians' Seminars in the Region and had been motivated to revitalize their school libraries. These included Philadelphia All Age and Jeffreyville Primary.

In Region 6, one hundred and seventy-one (171) visits were made to Primary Schools to conduct book exchanges and stock counts. One school library was also reorganized.

Many of these schools were happy to receive visits to exchange books although most were not fully functional. They were challenged by the lack of personnel to manage these school

libraries on a full time basis as most persons have to teach subjects other than library skills. It was observed that some libraries have been converted to classrooms as a result of schools enrolling more students than they could accommodate.

A National School Library Policy would eliminate many of the problems outlined above.

ii. High School Libraries

Two hundred and sixteen (216) visits were made to High Schools in the six Regions. This is an increase of eighty-two (82) visits over last year's figure of one hundred and thirty-four (134) visits. Eleven thousand, four hundred and fifty-four (11,454) books five hundred and forty-seven (547) periodicals, two hundred and eighty-three (283) pamphlets, seventy-eight (78) CDs, nineteen (19) audio cassettes, two thousand, nine hundred (2,900) leaflets, three thousand, eight hundred and ninety-four (3,894) bookmarks, ten (10) video cassettes, twenty-nine (29) charts, four hundred and six (406) flyers, one map, sixteen (16) brochures were

supplied. This reflected an increase of three thousand, three hundred and forty-three (3,343) books supplied to High Schools to enrich their collections.

Most of the High Schools in the six Regions received at least one visit for the year. The majority of the High Schools have established libraries; however, there is still a challenge with having a Teacher/Librarian totally dedicated to managing most of these libraries. In some instances Teacher/Librarians have to teach other subjects and are challenged by the lack of time to manage their libraries effectively and efficiently.

Table 3: High School Libraries Visited

Regions	*Number of Visits*	*Total Number of Libraries Served*
1	73	41
2	21	13
3	34	22
4	8	14
5	53	15
6	27	16
TOTAL	216	121

iii. Special Visits

Visits by the Headquarters and Regional staff to nineteen (19) selected school libraries, for inspection and assessment were carried out. Recommendations on layout, collection development and best practices were made. The schools visited were Oracabessa High, St. Jago High School, Seaward Primary and Junior High, Balmagie Primary, Green Pond High, Norman Manley High, McGrath High, McAuley Primary, White Marl Primary and Junior High, Old Harbour Primary, Dallas Primary & Junior High, Pembroke Hall High, Ocho Rios High, Allman Town Infant, Friendship Primary, Hope Valley Experimental Primary, Bridgeport High, Sacred Heart Academy and Victor Dixon High School. These included three schools not normally served by the Schools Library Network.

iv. Panel Inspection Visits

Senior staff from Headquarters participated in the Panel lnspection of Schools in collaboration with the Ministry of Education & Youth. During these visits, assessment of the teaching of Library Skills and of the status of the school libraries was carried out. The visiting team participated in discussions with personnel from the Ministry of Education & Youth and reported on the findings and made recommendations for improvement.
The Schools visited were:

- Dunrobin Primary
- Mona High School
- Allman Town Primary

- Cedar Valley Primary and Junior High
- St. Theresa Preparatory
- Cockburn Garden Primary & Junior High

v. Missing Books

Schools continued to be plagued by the problem of missing books from their collections. Despite continuous efforts to remind Principals to account for the books, it was felt that some of the reasons given indicated little or no effort to safeguard library material. For example, when building repairs were being undertaken at some schools, books would get damaged or lost due to lack of care in securing them. Some schools that were not visited for long periods were reluctant to take responsibility and expressed displeasure when the number of missing books was recorded. Several schools however were more cooperative and were making an effort to retrieve missing books by contacting past students and alerting others to the need to return borrowed material.

In Region 1, eight (8) schools had missing books totalling eight hundred and eight (808) amounting to four hundred and thirty-seven thousand, three hundred and fifty-eight dollars and two cents ($437,358.02). Schools were advised in writing of the books listed as missing and the cost in order to retrieve payment to facilitate replacements. Schools affected were:

- Elleston Primary
- George Headley Primary
- Marlie Hill Primary
- Greenwich All-Age
- Guys Hill Primary
- Homestead Primary
- St. George's Girls' Primary

In Region 5, there were seventeen (17) schools with four thousand, three hundred and fifty-seven (4,357) books missing. The relevant lists of missing books were being prepared for dispatch to the Principals of the affected schools listed below:

- Belle Castle Primary & Infant
- Buff Bay Primary
- Bybrook Primary
- Fair Prospect Primary
- Fairfield All Age
- Maidstone All Age
- Shirley Castle Primary
- St.Margaret's Bay All Age
- Airy Castle Primary
- Amity Hall Primary & Infant
- Arcadia Primary
- Dalvey Primary
- Easington Primary

- John's Town Primary
- Johnson Mountain All Age
- Rowlandsfield All Age
- Spring Garden Primary

In Region 6, there were eight (8) schools with over one hundred (100) books missing. All schools were provided with lists of missing books and were in the process of retrieving them. The schools were:

- Marlie Coke Memorial
- Goshen All Age
- Schoolfield All Age
- Seaview All Age
- New Works All-Age and Infant
- Lalor Primary
- Siloah Primary
- Pedro Plains Primary

The major challenges that schools continue to face are the lack of personnel to manage libraries, vandalism, unsecured rooms, non-return of material and natural disasters.

On each visit, Principals and Teacher/Librarians were implored to keep proper records of loans and to monitor closely the students using the books to reduce the loss of material.

6. OPERATION OF SCHOOL LIBRARIES[6]

i. Functional School Libraries
The central mission of the school library according to the International Federation of Library Association/United Nations Educational Scientific and Cultural Organization (IFLA/UNESCO) School Library Manifesto is that, "*it offers learning services, books and resources that enable all members of the School Community to become critical thinkers and effective users of information in all formats and media*". Therefore, school libraries are catalysts for learning and are central to the education process. In addition, libraries offer opportunities for experiences in using the imagination and for enjoyment.

Ideally, all school libraries should be fully functional to enable students to utilize the facilities including Information, Communication and Technology Services to extend their educational and creative experiences. One of the strategic objectives of the Jamaica Library Service is to create an information literate society, and the Schools Library Network continues to work assiduously in ensuring that school libraries are fully functional and are creating an impact on students' achievements. There were five (5) outstanding school libraries in Region 1, namely, St. Michael's Infant, Ascot, Eltham Park, Kensington and

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[6] Appendix SLN 006: Functional and Dormant School Libraries

Rousseau Primary Schools. The only outstanding school library in Region 6 is Unity Primary.

In Regions 1, 3 and 6 there were nineteen (19) improved school libraries. The eleven (11) school libraries that showed improvements in Region 1 were Alpha, Greater Portmore, McAulely, Time and Patience and St. Alban's Primary, Maxfield Park Home, Jacks Hill All Age, Balcombe Drive, Dallas, Halls Delight and White Marl Primary and Junior High Schools.

Five (5) school libraries in Region 3 that improved were, Christiana Leased, Rest Primary and Junior High, Moravia Primary, Osborne Store and Brandon Hill All Age Schools.

Three (3) school libraries in Region 6 that showed improvements were Mayfield All Age, Bull Savannah and Siloah Primary.

Some schools organized programmes to encourage students to use the resources and services of their school libraries through activities such as reading clubs, story telling, book talks, reading competitions, class visits and displays. For example, at Unity Primary and Kilmarnock All-Age, students were encouraged to read through their reading clubs which were very active.

Coming out of the Strategic Development Plan, the importance of access to good school libraries beginning in the earliest years was underscored. Meetings were held with fourteen (14) Principals of Infant Schools in Regions 1, 3, 5 and 6. The objective of the meetings was to sensitize the Principals to their roles in national development through the provision of functioning school libraries. The importance of intervention to develop information literacy skills at an early age was stressed as being crucial to national development.

Initiatives to acquire the necessary resources to start the processes were encouraged by the Director General of the Jamaica Library Service. These were well received and acknowledged by the Principals. The schools represented at the meetings were:

- All Saints Infant   Porus Infant
- Naggo Head Infant   Savanna-la-mar Infant
- Allman Town Infant   Mandeville Infant
- Bridgeport Infant   Bethabara Infant
- Central Branch Infant   Alley Infant
- St. Anne's Infant   May Pen Infant
- Port Antonio Infant
- Waterford Infant

ii. **Dormant School Libraries**

The Jamaica Library Service formulated the basic criteria for establishing the status of a functional school library, which included:

- Having a designated room for the library
- Having someone specifically assigned responsibility for the library
- Allowing student access to the library material.

The majority of school libraries fell below these criteria and continued to reflect the following:

- Lack of a Teacher/Librarian in charge of the library
- Unsecured rooms
- Libraries converted to computer rooms or classrooms
- Collection not accounted for (missing books)
- Library rooms in need of repairs
- Termite infestation.

Staff continued to lobby Principals to improve their libraries through inspection visits, meetings and telephone calls. Efforts are being made to convert dormant libraries to functional status.

7. THE MOBILE SERVICE

The aging fleet of mobile units was given a boost with the purchase of three (3) panel vans. These were assigned to Regions 3, 4, and 5.

Frequent breakdown of the older mobile libraries in Region 2, 3 and 5 resulted in their removal for major repairs. Following inspection by the Board of Survey, it was recommended that the units in Regions 2 and 3 be withdrawn from active service. The Region 5 unit was awaiting repairs. Due to frequent repairs, it is more prudent to withdraw this unit. .

The mobile library in Region 6 gave excellent service during the year.

8. REGIONAL SERVICE

School Libraries served are categorized into Regions by parishes as follows:

Region I	-	Kingston, St. Andrew & St. Catherine
Region II	-	St. James, Trelawny and Hanover
Region III	-	Manchester and Clarendon
Region IV	-	St. Ann and St. Mary
Region V	-	Portland and St. Thomas
Region VI	-	St. Elizabeth and Westmoreland

9. BUILDING AND PHYSICAL INFRASTRUCTURE

i.   **School Libraries**
A total of seventy-five (75) high schools served have received funds under the Secondary School Enhancement Programme to improve their school libraries.[7] Some school libraries have been renovated to reflect aesthetically pleasing environments.

ii.   **Headquarters**
The offices of the two Senior Librarians in the Headquarters were enclosed in keeping with the programme to operate in an aesthetically pleasing environment.

iii.   **Regional Offices**
Refurbishing of the Region 2 office commenced in November 2006 and is still in progress. The Region 6 office remained in its welcoming and comfortable state, where work was carried out in a clean and quiet environment. Similarly, the office building in Region 3 is in excellent condition.

10. TEACHER/LIBRARIANS' SEMINARS, 2007

The Schools Library Network continued to provide leadership in library operations in the country's schools by organizing and hosting Teacher/Librarians seminars for the staff of school libraries that fall under its portfolio. These seminars addressed some of the training needs of school library personnel.

The 2007 Teacher/Librarians' Seminars were convened from January 25 to March 22 throughout the six regions under the theme "Effective School Libraries for Lifelong Learning." Four one day seminars were held in Regions 2, 3, 5 and 6, while in Regions 1 and 4 the seminars were extended over a two day period and included additional topics and practical sessions. The following areas were covered:

- Administering the School Library
- Promoting & Marketing School Library Services
- Evaluating the Impact of the School Library
- Cataloguing & Classification
- Information Literacy : Concepts and Practices
- Technology in Libraries

Personnel from the Jamaica Library Service Directorate and the University of the West Indies Main Library and the Department of Library and Information Science presented the topics.

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[7] Appendix SLN 007: Schools that benefited under the Secondary School Enhancement Programme, Ministry of Education & Youth

Four hundred and fifty-two (452) school library personnel representing four hundred and thirty-five (435) schools participated in the training exercise. Attendance at the seminar increased in five of the six regions and showed an overall increase of 40.8% in comparison to the three hundred and twenty-one (321) persons who attended last year's seminars.

Each Region recorded a successful seminar and the majority of the participants showed a great deal of enthusiasm. A hunger for knowledge and information as well as a willingness to enact positive changes in the school library system was observed. Many of the participants listed additional topics that they would like to be addressed at future seminars. These included:

- Organization of knowledge (Cataloguing and Classification)
- Research Skills
- Record Keeping
- How libraries could be used for small children.

The benefits of the seminar were evident in the schools. Eight weeks after the seminar was held in Region 4, three schools started the process of re-establishing their libraries, having been motivated by the information gathered from the seminar presentations. It was reported that in Region 3 Teacher/Librarians were busy transforming libraries and their overall view of libraries had changed. Two such schools were Somerset All Age and Chandlers Pen Primary & Junior High. Several requests were received from schools in the other regions soliciting assistance from the Network to reorganize their libraries in order for them to become functional.

In general most participants found the seminars very informative and well organized. The presenters were commended on their high level of preparedness and their ability to keep the attendees relaxed. The information presented by each presenter was timely and relevant to the theme.

11. TRAINED TEACHER/LIBRARIANS

There was a total of ninety-two (92) trained Teacher/Librarians administering school libraries in the six Regions. In Region 1 there were sixty-nine (69) trained Teacher/Librarians, and this is an increase of sixteen (16) over the previous year. Of the two hundred and seven

(207) primary level schools served only thirty-six (36) had trained personnel. The other libraries had teachers who had no prior knowledge of school library operations. Thirty-two (32) of the Region's forty-eight (48) high school libraries had trained Teacher/Librarians with one school having two persons. The status of trained personnel in the other Regions is as follows:

Region II	-	2 trained Teacher/Librarians
Region III	-	4 trained Teacher/Librarians

         Region V   -   10 trained Teacher/Librarians

         Region VI   -   7 trained Teacher/Librarians

12. INFORMATION REQUESTS

The Network's Headquarters was contacted regularly in order to satisfy information requests. Some of these requests were related to the Jamaica Library Service National Reading Competition, programme of the Library Service, home schooling, purchasing of library furniture and equipment and the Dewey Decimal Classification System.

13. DISPLAYS/EXHIBITIONS

Twenty-nine (29) displays/exhibitions were mounted and displayed to promote and stimulate interest in current affairs.
Extension activities were conducted in seven (7) schools islandwide.[8]

14. PLANS/PROJECTS TO BE COMPLETED 2007/2008

- Purchase and process 45,500 items of resource material to support the curricular needs of 926 schools.
- The re-establishment of sixty (60) school libraries.
- To re-vitalize sixty (60) dormant school libraries
- Conduct six (6) seminars to train four hundred and twenty (420) Teacher/Librarians in six (6) Regions.
- Conduct three (3) workshops to train seventy-five (75) Teacher/Librarians in Information Literacy.
- Plan and conduct seventy (70) outreach activities in schools to stimulate the use of library material through displays, story hours, book talks and quiz competitions.
- Conduct one thousand eight hundred (1,800) scheduled visits to school libraries to inspect and assess facilities, give advice on school library operations, do stock counts, re-establish libraries and conduct book exchanges.
- Attend Panel Examination in association with the Ministry of Education & Youth at fifteen (15) schools.
- Purchase two hundred (200) sets of encyclopedias to replace outdated ones.

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[8] Appendix SLN 008: Displays/Exhibitions and Extension Activities

15. SUMMARY

The Schools Library Network improved generally in attaining its targets this year. Staff worked collaboratively to ensure that the goals and objectives of the organization were achieved with the result that:-

- More visits to schools were achieved this year when compared to the previous year.
- More Teacher/Librarians were trained this year at the six (6) seminars and could be attributed to the emphasis that is being placed on school libraries by personnel in charge. Also the seminars were given wide publicity both in the print and electronic media.
- One hundred and ninety (190) school libraries received new sets of World Book, Comptons Encyclopedias, New Standard Encyclopedia, My First Britannica, Oxford Children's Encyclopedia and New Book of Knowledge.
- Meetings were initiated with Infant School Principals to encourage them to have functional school libraries.

FINANCE DIVISION

The Finance Division benefited from ongoing management of the financial resources consistent with the overall standard of astute administration of the organization. The Division is committed to ensuring that expenditure is controlled, income maximized and resources used in the most efficient and effective manner.

Budget

The approved budget of $638.442M represented sixty-seven percent (67%) of the $950.426M budget submitted. Total Subvention of $684.085M received (see Table 1) was seven percent (7%) more than the approved budget due to increases in salaries, motor vehicle upkeep, tailoring allowance and pension. The challenges resulting from the reduction in the approved budget were obvious; however, a number of planned activities were completed supported by donations and proceeds from income generating activities.

Table 1
ESTIMATES OF EXPENDITURE BY COST CENTRE
FOR THE FINANCIAL YEAR 2006-2007

	$M	$M	$M
	Submitted	**Approved**	**Subvention Received**
Direction & Administration	266.876	162.888	172.457
Schools Library Network	150.795	54.290	67.248
Public Library Network	532.755	421.264	444.380
Total	**950.426**	**638.442**	**684.085**

Chart 1

Jamaica Library Service
Estimate of Expenditure by Cost Centre
for Financial Year 2006/2007
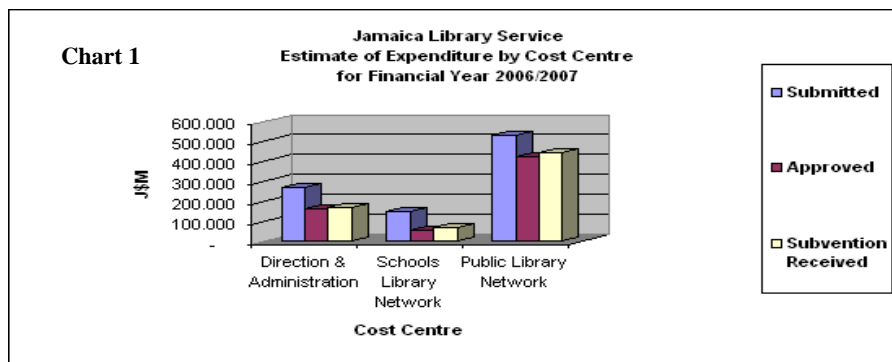
Direction and Administration

The submitted Estimates of Expenditure of $266.876M were reduced by thirty-nine percent (39%) resulting in an approved amount of $162.888M which was fully funded, with an additional grant of $9.5M to support the increases in salaries and travelling allowances. The total subvention received for the financial year was therefore $172.457M (see Table 2).

The area of the budget which was most severely affected was Object 25 – Purchases of Other Goods and Services. This had a very negative impact on the completion of a number of projects and the implementation of new projects. It was heartening however that the amount of $50.643M approved was fully funded.

TABLE 2
DIRECTION AND ADMINISTRATION
ESTIMATES OF EXPENDITURE BY OBJECTS
2006/2007

Objects	Description	Submitted $'M	MOFP Approved $'M	Subvention Received $'M
21	Compensation of Employees	70.538	69.023	81.578
22	Travel Expenses and Subsistence	9.786	7.562	5.974
23	Rental of Property, Machinery and Equipment	1.44 0	0.950	0.869
24	Public Utility Services	5.264	5.264	4.886
25	Purchases of Other Goods and Services	127.606	50.643	50.707
28	Retirement Benefits	29.446	29.446	28.442
30	Grants and Contributions	0.384	-	-
31	Purchase of Capital Goods	22.411	-	-
	Total	**266.876**	**162.888**	**172.457**

Public Library Network/Parish Libraries

Of the $532.275M submitted for the Parish Library Network (see Table 3), seventy-nine percent (79%) was approved in the amount of $444.380M, including an additional amount of $23.116M to cover increases in salaries, transport allowances/motor vehicle upkeep and tailoring allowances.

Consistent with the trend, the area most gravely affected was Object 25 – Purchases of Other Goods and Services. Income generating activities and other funding streams assisted in closing the gaps. Funds requested for books and other library resources were not supported. However the Public Library Network benefited from an allocation from the Transformation for Education Fund of $40M to purchase books and other library resources.   The funds were managed by the Ministry of Education and Youth.

TABLE 3
PARISH LIBRARY NETWORK
ESTIMATES OF EXPENDITURE BY OBJECTS
2006/2007

Objects	Description	Submitted $'M	MOFP Approved $'M	Subvention Received $'M
21	Compensation of Employees	305.136	305.135	326.263
22	Travel Expenses and Subsistence	14.542	10.725	12.516
23	Rental of Property, Machinery and Equipment	12.907	10.995	10.993
24	Public Utility Services	30.651	23.000	23.000
25	Purchases of Other Goods and Services	110.987	71.409	71.608
30	Grants and Contributions	0.065	-	-
31	Purchase of Capital Goods	58.466	-	-
	Total	**532.755**	**421.264**	**444.380**

Schools Library Network

The budget submitted for the Schools Library Network was $150.795M and thirty-six percent (36%) was approved in the amount of $67.248M (see Table 4) including an additional amount of $12.958M to cover increases in salaries, transport allowances/motor vehicle upkeep and tailoring allowances.

TABLE 4
SCHOOLS LIBRARY NETWORK
ESTIMATES OF EXPENDITURE BY OBJECTS
2006/2007

Objects	Description	Submitted $'M	MOFP Approved $'M	Subvention Received $'M
21	Compensation of Employees	27.211	26.816	30.385
22	Travel Expenses and Subsistence	2.073	1.674	1.869
23	Rental of Property, Machinery and Equipment	1.135	1.100	1.037
24	Public Utility Services	1.390	1.390	1.390
25	Purchases of Other Goods and Services	104.137	23.310	32.567
30	Grants and Contributions	0.040	-	-
31	Purchase of Capital Goods	14.809	-	-
	Total	**150.795**	**54.290**	**67.248**

Of significant importance to both the Public and School Libraries is the non allocation of funding to purchase books. It continues to be a major cause of concern that the product at the heart of the organization's mandate and mission is not adequately and reasonably funded. The organization's partnerships both locally and internationally have been the life-blood in keeping books and other library materials on the shelves.

Capital Development Estimates for 2006/2007

Over the last six (6) years, there has been no capital allocation to the Jamaica Library Service.
A total of $278.086M was requested for Capital Development in 2006/2007 to finance the activities listed below:-

1. Information Technology - $218.086M
2. Buildings - $36.800M
3. Motor Vehicles - $23.200M.

No funding was received for this budget item. With ongoing lobbying the next financial year should see a more positive response to the funding request for Capital Development.

Income Generating Activities

Income generating activities throughout the Network netted a total of $40.033M. This provided approximately twelve percent (12%) of the well needed resources to supplement the budget for Object 25. The approved services included photocopying services, rental of premises, facsimile services, Internet and other computer services, printing services, scanning services, chair rental, laminating services and locker rental.

Operational Management

Throughout the Network and in close collaboration with the audit team the Division endeavoured to ensure that accounting procedures and practices were in keeping with the Financial Administration and Audit Act and that at all times there was transparency in all activities.

At all times employees of the Division were reminded of the tenets of the Public Bodies Management and Accountability Act. Basically funding and staffing were the main challenges affecting the daily operation of the Division. Select Parish Library Networks benefited from additional accounting staff. This impacted positively on internal controls in the areas of separation of functions and segregation of duties. However, the Stores still have serious limitations due to inadequate space.

Overall the management of the accounting portfolio has greatly improved and, with the continued commitment of the staff, intervention and financial management, it is expected to be much better in the next financial year.
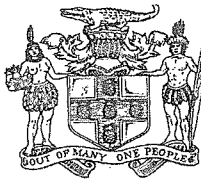
INDEPENDENT AUDITOR'S REPORT

To the Accounting Officer
of Jamaica Library Service

Report on the Receipts and Payments Statement

I have audited the Statement of Receipts and Payments of the Jamaica Library Service for the year ended March 31, 2007

Management's Responsibility for the Receipts and Payments Statement

Management is responsible for the preparation and presentation of this Receipts and Payments Statement. This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation of a statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on this Receipts and Payments Statement based on my audit. I conducted my audit in accordance with the auditing standards issued by the International Organization of Supreme Audit Institutions (INTOSAI). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts disclosed on the Statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the Receipts and Payments Statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the Statement in order to design audit procedures that are appropriate in the circumstances.

An audit also includes evaluating the appropriateness of accounting policies used, as well as evaluating the overall presentation of the statement.

I believe that the audit evidence I have obtained is appropriate to provide a basis for my audit opinion

Opinion

In my opinion proper accounting records have been kept and I certify as a result of my audit, that the Receipts and Payments Statement is a fair representation of the financial transactions of the Jamaica Library Service for the year ended March 31, 2007.

Pamela Monroe Ellis (Mrs.)
Auditor General

2012/05/24
Date

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JAMAICA LIBRARY SERVICE
COMBINED HEADQUARTERS AND SCHOOL LIBRARY NETWORK
RECEIPTS AND PAYMENTS STATEMENT FOR APRIL 2006 - MARCH 2007

RECEIPTS	2006/2007	2005/2006
Balance at April 1, 2006		
BNS 13-17	19,962,397.54	12,009,327.03
BNS 620095	1,000.00	1,000.00
First Global 1012947	37,889,588.31	5,394,430.18
BNS Savings Sterling A/C	664,629.69	20,660,843.62
Investments		
Victoria Mutual Wealth Management	25,000,000.00	5,000,000.00
NCB Capital Markets Limited	30,000,000.00	5,000,000.00
Scotia Ja. Trust & M erchant Bank	23,000,000.00	3,000,000.00
Jamaica Money Market Brokers	35,000,000.00	5,000,000.00
JMMB (ALCOA)	1,714,002.86	1,558,366.19
Petty Cash	-	17,960.00
Subvention		
JLS - Direction & Administration	172,456,840.00	123,881,439.00
Parish Library Network	444,380,000.00	418,211,991.00
School Library Network	67,248,160.00	140,167,731.00
Revenue On Investment		
Current Account Interest (First Global)	271,541.57	755,543.44
Interest on Sterling Account	10,698.45	267,044.79
Gain in Foreign Exchange	92,055.32	-
Interest on Fixed Deposits		
Edward Gayle	-	630,663.76
Jamaica Money Market Brokers	-	672,878.14
Scotia Ja. Trust & Merchant Bank	2,102,141.88	358,905.48
Victoria Mutual Wealth Management (VMWM)	2,326,552.88	628,212.31
Jamaica Money Market Brokers	2,842,870.07	209,773.36
NCB Capital Markets- Accrued	2,847,695.48	
Other Revenue		
Personal Telephone Calls	4,040.00	3,050.00
Advance Account - Parish Libraries	10,983,502.41	3,946,429.98
Lost Books - JLS	249,952.48	152,877.89
Other Revenue - JLS	579,817.10	431,722.72
Revenue Staff Loan	98,970.29	64,832.47
Staff Loan Repayment	1,024,601.53	644,468.95
Stale Cheques Written Back	336,128.35	343,371.77
Over/Short Payment Recovered	63,721.47	-
Motor Vehicle Insurance Loan Repayment	87,700.00	37,500.00
Motor Vehicle Loan Recovered	264,783.29	326,479.28
National Reading Competition	2,500,000.00	2,504,648.00
Salary Advance Repayment	7,000.00	200,835.45
G.C.T. Recovered	-	484,769.67
Bank Charges Reversed	3,877.12	-
Settlement of Insurance Claim	363,950.02	1,397,369.00
Bank Draft	10,333.75	-
CHASE Fund to Offset JLS WAN Project	-	1,445,055.63
Revenue from Sale of Equipment	346,500.00	1,500.00
General Advance	411,751.76	-
Motor Vehicle Repair Loan	47,000.00	-
Grand Total	**885,193,803.62**	**755,411,020.11**

JAMAICA LIBRARY SERVICE
COMBINED HEADQUARTERS AND SCHOOL LIBRARY NETWORK
RECEIPTS AND PAYMENTS STATEMENT FOR APRIL 2006 - MARCH 2007

PAYMENTS	2006/2007	2005/2006
Subvention - Parish Library		
Subvention Bank Remittance	270,368,011.35	260,114,561.48
CMS Transfer - Net Pay	150,069,531.18	122,069,498.05
Family Benefits	5,094,541.65	2,691,628.62
Fortnight Payroll	10,126,513.79	6,911,930.25
Salaries paid by cheque	2,525,825.43	871,613.04
Payments for computers	6,123,264.00	-
Direction and Administration		
21 Compensation of Employees	69,877,744.00	56,707,220.00
22 Travelling & Subsistence	9,419,319.00	6,916,766.00
23 Rental of Property & Machinery	598,953.00	18,466.00
24 Public Utility Service	5,313,338.00	3,422,104.00
25 Purchase of other Goods and Services	49,248,270.16	21,329,035.00
28 Retirement Benefits	32,005,290.00	29,515,406.00
30 International Membership Fees	133,531.00	111,375.19
31 Purchase of Capital Goods	12,377,750.00	1,139,531.67
School Library Network		
21 Compensation of Employees	19,578,670.97	15,306,262.62
22 Travelling & Subsistence	1,556,761.00	600,046.00
23 Rental of Property & Machinery	483,967.00	-
24 Public Utility Service	1,507,013.00	1,579,918.00
25 Purchase of other Goods and Services	70,786,088.29	17,625,060.00
30 International Membership Fees	11,490.30	39,644.75
31 Purchase of Capital Goods	4,523,430.00	-
Other Expenses		
Advance Account - Parish Libraries	11,783,030.44	5,460,615.60
General Advance	455,051.76	-
Recovery of Overpayment to Pensioners	-	5,461.42
Book Purchase from Sterling A/C	165,788.62	19,478,005.22
Office of National Reconstruction	-	1,956,387.40
Staff Loan	1,207,452.00	881,365.81
Loss on Foreign Exchange	-	743,256.68
National Reading Competition	3,238,763.49	3,484,919.06
Motor Vehicle Insurance Loan	60,000.00	-
Motor Vehicle Repair Loan	74,000.00	50,000.00
G.C.T paid	313,220.39	309,170.68
Contractor's Levy	-	22,882.21
Salary Advance	19,063.53	203,070.90
Stale Cheque Payable	804,926.08	21,377.95
Donation Book Purchase- Hanover P/L	-	11,315.50
Scholarship Fund	-	123,156.00
Advance - JLS WAN Phase 1	7,823,508.78	1,493,609.49
Car Loan	1,600,000.00	108,750.00
Special Advance Recovered	10,000.00	-
Withholding Taxes		
Withholding Taxes	47,956.37	188,885.61
BNS Savings (Sterling Account)	2,679.59	41,996.98
Investments	-	625,108.51
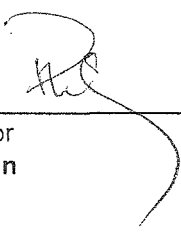
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<u>**Balance as at March 31, 2007**</u>
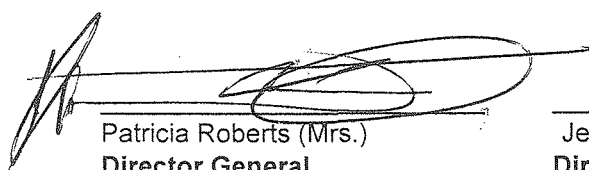
BNS 13-17	22,392,551.38	19,962,397.54
BNS 620095	1,000.00	1,000.00
First Global 1012947	8,575,372.78	37,889,588.31
BNS Savings (Sterling A/C)	603,038.08	664,629.71
Investments		
Victoria Mutual Wealth Management	26,884,176.14	25,000,000.00
NCB Capital Markets Limited	32,847,695.83	30,000,000.00
Scotia Jamaica Trust & Merchant Bank	24,833,439.50	23,000,000.00
Jamaica Money Market Brokers	17,835,720.28	35,000,000.00
JMMB (ALCOA)	1,886,065.26	1,714,002.86
Petty Cash	-	-
Grand Total	**885,193,803.62**	**755,411,020.11**

_____	_____	_____
Paul Lalor	Patricia Roberts (Mrs.)	Jennifer Scale (Mrs.)
Chairman	**Director General**	**Director of Finance**

HUMAN RESOURCE MANAGEMENT
AND ADMINISTRATION DIVISION

INTRODUCTION

The Human Resource Management and Administration Division embraced and surmounted the challenges of 2006/2007. It gave strong support in enabling the development of the human capital and the on-going refurbishing of the built environment. In addition, a number of human resource and administrative procedures were standardized for efficiency.

1. HUMAN RESOURCE MANAGEMENT

1.1   Staffing

The operations of the organization necessitated the establishment/reclassification of certain posts; and, consequent upon submissions made to the Cabinet Office, the Ministry of Finance and Planning approved the operation of six (6) *pensionable* posts and reclassified/re-titled five (5) positions as under:

Table 1: Listing of Approved Pensionable Posts & Reclassified/re-titled Positions

Post No.	Post Title	Classification/ Grade	Location	Remarks
JLS 0862	Senior Secretary	OPS/SS III	Regional Office, Region 5 Portland & St. Thomas	New post w.e.f Jan. 1, 2007
JLS 0863	Secretary	OPS/SS II	HRMA Division	New post w.e.f Jan 1, 2007
JLS 0864	Accounting Technician Payroll Supervisor	FMG/AT II	Finance & Accounts Division	New post w.e.f Jan1, 2007
JLS 0865	Administrative Officer	GMG/AM II	HRMA Division	New post w.e.f Jan 1, 2007
JLS 0866	Administrative Officer	GMG/AM II	HRMA Division	New post w.e.f Jan 1, 2007
JLS 0867	Senior Library Assistant	PIDG/LB II	Accessions Department	New post w.e.f Jan 1, 2007
JLS 0024	Secretary	OPS/ SS II	HRMA Division	Upgraded w.e.f Jan. 1, 2007
JLS 0317	Porter	LMO/TS 1	Westmoreland Parish Library	Post of Watchman redefined
JLS 868	Library Aide	PIDG/LD1	Westmoreland Parish Library	New post in lieu of post of Watchman JLS 0318
JLS 0025	Handyman	LMO/TS 1	HRMA Division	Post of Gateman redefined
JLS 0660	Porter	LMO/TS 1	Portland Parish Library	Post of Watchman redefined

The number of established posts as at the end of the financial year increased from eight hundred and sixty-one (861) to eight hundred and sixty-seven (867).[1] In addition to the established posts, there were approximately one hundred and seventy (170) persons employed on a part-time basis, who were deployed to Branch Libraries that operate on a part-time basis. In the next financial year the establishment will be reviewed with the objective to rationalize and upgrade a number of posts to meet the demands of the organization.

Effort was made to fill vacancies in the shortest possible time, especially among the non-professional cadre. However, the dearth of available professionals with requisite experience (particularly librarians) was a special challenge in filling key vacancies.[2]

Submissions made to the Post Operations Committee of the Ministry of Finance and Planning were approved in significant numbers. The majority of these requests were to fill vacancies and acting assignments. Approval was also received for the employment of Project Staff for the Book Processing and Records Management Projects.

1.2   Permanent Appointments

During the period under review, one hundred and twenty-seven (127) permanent appointments were effected covering all occupational groups. These appointments represented 55% to the Technical Staff, 2 % to Middle Management, and the remainder 43% distributed among the Senior Management, support and ancillary staff categories.[3]

CHART 1
Permanent Appointments

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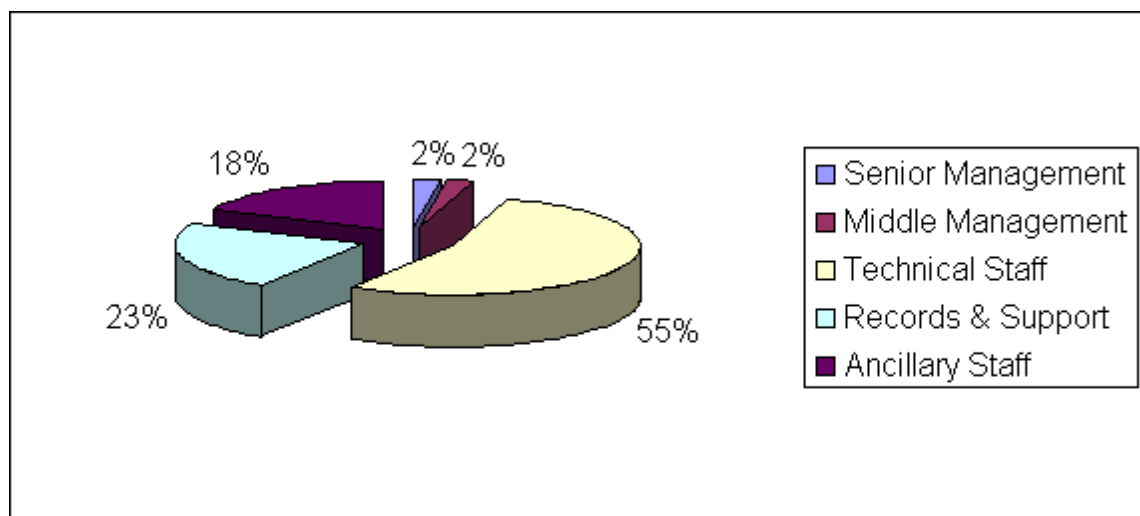
[1] Appendix HRM 001: Staff Establishment in Occupational Categories 2006-2007
[2] Appendix HRM 002: Summary of Librarians' Posts 2006-2007
[3] Appendix HRM 003: Appointments (Permanent/Acting/Assignment) April 1, 2006-March 31, 2007

1.3 Provisional Appointments

Provisional appointments were granted to ninety-six (96) persons - 64% in the Technical group and 1% in the Senior Management group. The remaining 35% was in the Records and other Support staff.[4]

<p align="center">CHART 2
Provisional Appointments</p>
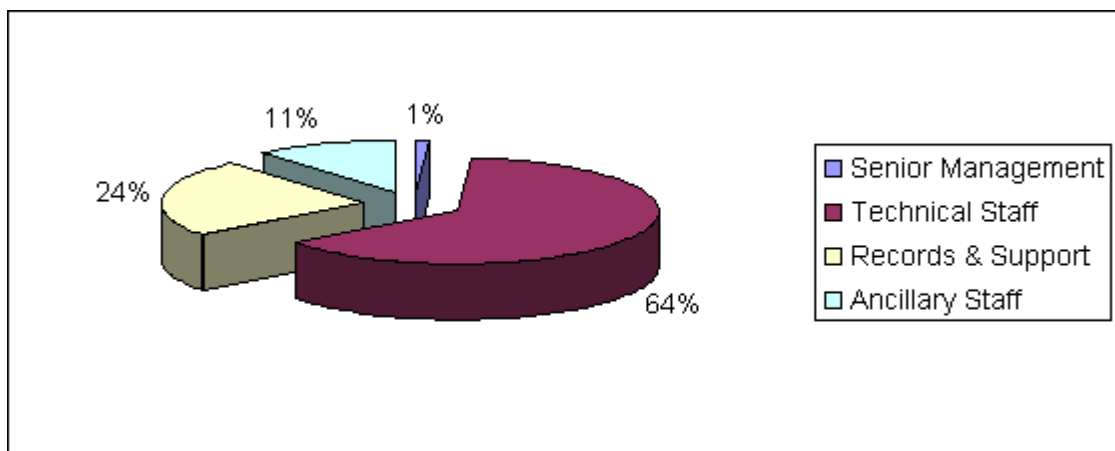
1.4 Part-time Employment

Nine (9) persons across the Network were granted part-time employment. This was in two occupational groups - Six (6) as Cleaner/Attendants and three (3) as Library Assistants.[5]

1.5 Temporary Employment

Thirty (30) persons were granted temporary employment. Of this number, thirteen (13) were for the Book Processing and Records Management projects.

Students pursuing studies in Library and Information Science at the University of the West Indies and Excelsior Community College were facilitated in conducting Fieldwork/ Work Experience throughout the island-wide network. Participants in the National Youth Service were also facilitated during the year under review.

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[4] Appendix HRM 004: Provisional Appointments April 1, 2006-March 31, 2007
[5] Appendix HRM 005: Part-time Employment April 1, 2006-March 31, 2007

1.6 Summer Employment

The organization sought and received approval from the Ministry of Finance and Planning to operate eighty four (84) posts for summer employment. [6] Students from secondary and tertiary institutions were offered employment for the months of July and August. The summer employment programme provided well needed resource persons, especially in the Public Libraries where special activities were undertaken geared primarily towards junior users of the libraries.

The collaboration continued with the Grace Kennedy Foundation where nine (9) students for whom the Foundation provided the funding were placed with the Jamaica Library Service during the summer.

In addition to the financial gain, the summer employment programme assisted the participants in their professional development and in building proper work ethics.

1.7 Resignations/Separation

Forty-four (44) employees were separated from the organization through resignation and termination of service. The primary reasons given for resignation were pursuance of other employment offers and educational opportunities. One (1) person's service was terminated for unsatisfactory performance.[7]

The cadre of Library Assistants, the largest group on the Staff Establishment, experienced the highest percentage of attrition.

CHART 3
Resignations/Separation

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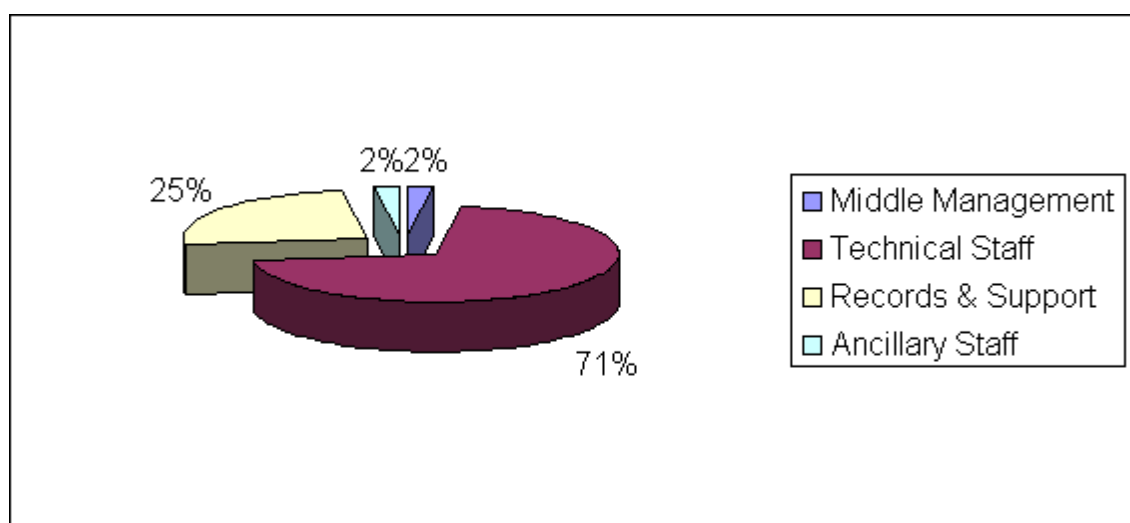
[6] Appendix HRM 006: Temporary Employment April 1, 2006-March 31, 2007
[7] Appendix HRM 007: Separation April 1, 2006-March 31, 2007

1.8 Pension Administration

Fifteen (15) members of staff retired during the period under review. In assisting these members of staff to make the transition, individual sensitization sessions/discussions were held.

The number of persons attaining the mandatory retirement age or who requested early retirement determined the pension/gratuity submissions for the fiscal year. For the 2006/2007 period, fifteen (15) claims were processed and submitted to the Superannuation Division of the Ministry of Finance and Planning for payment.

Exposure to workshops and support from the Ministry of Finance and Planning resulted in more accurate completion and timely submission of pension documents to that Ministry. This caused an improvement in the turnaround time for disbursements.

1.9 Training and Staff Development

The commitment to training and development was manifested in the opportunities that were provided to staff at all levels. Structured workshops and training seminars were delivered organization wide.

The customized two (2) days Customer Service Excellence Seminars which began in the last fiscal year were continued in 2006/2007 with the delivery of five (5) cohorts. One hundred and eleven (111) members of staff participated in the seminars conducted in conjunction with the Management Institute for National Development (MIND). Guided by our Vision Statement to provide excellent customer service, these seminars are to continue in the next financial year.

Customer Service Seminar November 2006

Approximately eighty-four (84) members of staff benefited from the Public Sector Training Programme initiated under the Memorandum of Understanding (MoU 1). The programme targeted mainly clerical and ancillary employees who had submitted applications in the previous financial year. The staff participated in training in various vocational skills e.g. Drapery Making, Nail Technology and Computer Skills. Their general performance was noteworthy.

Under the second Memorandum of Understanding (MoU II), seven (7) employees were able to access loans for education from the Tertiary Assistance Loan Programme administered by the Special Benefits Unit of the Ministry of Finance and Planning.

Twenty-five (25) requests were submitted from members of staff for Day Release, Time-Off, Study Leave with Pay and Scholarships. Twenty-one (21) were favourably considered and processed within the guidelines of the Staff Orders and the Jamaica Library Service Policy.

The Division provided support services to the island-wide Teacher/Librarians' Seminars, which were specially designed by the Schools Library Network. Evaluation by the participants indicated that the seminars were timely and well appreciated.

Training and development exposures were also facilitated through participation in other workshops, seminars and attendance at local and international conferences.[8] Some of these were:

- International Federation of Library Associations (IFLA) 72nd General Conference and Council held in Seoul, Korea, August 20-24, 2006
- International Association of School Librarianship (IASL) Conference held in Lisbon, Portugal, July 3-7, 2006
- The Association of Caribbean University, Research and Institutional Libraries (ACURIL) 36th Conference held in Aruba, May 28-June 2, 2006
- Caribbean Disaster Information Network Workshop held in Cuba
- Jamaica Employers Federation Convention
- Jamaica Computer Society Biz Tech Forum
- Library and Information Association of Jamaica Conference
- Human Resource Management Association of Jamaica (HRMAJ) Conference

1.10 Human Resource Management and Information System (HRMIS)

The limitations of the Public Sector HRMIS Prototype necessitated the re-evaluation of the usefulness of the HRMIS. To this end discussions were held with prospective vendors to identify a suitable replacement. The project is to continue in the next financial year

1.11 Performance Management and Appraisal System (PMAS)

In keeping with the mandate of the Jamaica Library Service to improve the performance of staff and deliver high quality customer service, discussions were held in the latter part of the last financial year regarding the implementation of the Performance Management and Appraisal System (PMAS). Being guided by the reference manual and guidelines for the PMAS an Employee Performance Management and Appraisal Team (EPMAT) was formed to guide the implementation process.

The new system involves strict cyclical review of performance and is tied to staff development and annual awards/incentives.

1.12 Employee Welfare

Particular attention was paid to the promotion of wellness and safety. The issue of HIV/AIDS in the Workplace was discussed in staff meetings and the International Labour Organization (ILO) ten (10) key principles/code of practice leaflet was circulated. Other sensitization sessions were held on matters such as Sexual Harassment.

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[8] Appendix HRM 008: Staff Training Conducted April 1, 2006-March 31, 2007

In providing support to staff case-appropriate referrals were made to external counselors and also to the Public Sector Employee Assistance Programme (PSEAP) Unit in the Office of the Cabinet. The cases dealt mainly with attitudinal/work-related performance issues.

The Annual Staff Fun Day and Christmas Luncheon were held in Hanover and Kingston respectively. Both activities were well attended and the camaraderie and interaction among staff enhanced team spirit.

To further support social interaction among the members of staff, preliminary discussions were held on the re-establishment/strengthening and formalization of the Staff Social Club. An implementation committee was identified.

An appreciation function in honour of Mrs. Joan Hay, former Director of the Schools Library Network was held in the Gold Room, Mona Visitors' Lodge, University of the West Indies Mona. The function brought together four (4) Jamaica Library Service Director Generals past and present, Board members, members of staff and well-wishers. Mrs. Hay served the Jamaica Library Service for over 40 years, a noted milestone achievement.

1.13 Industrial Relations

Dialogue with bargaining units and stakeholders facilitated amicable and timely responses to issues raised. This relationship supported the stable industrial climate which was maintained during the year. It also further strengthened the worker/management relationship. Matters brought before disciplinary committees were dispensed with in accordance with the established procedures.

2. ADMINISTRATION

Numerous projects were completed on schedule and in accordance with contractual arrangements. In addition, preliminary work was completed for major construction and refurbishment of facilities island-wide.

2.1 Buildings and Grounds

Under the guidance of the new Mission Statement, which speaks to creating an aesthetically pleasing environment, refurbishment of library buildings and office spaces started in earnest in the last financial year continued.

The impact on users and staff was positively registered in their comments. Further major expansion is planned to take place at the St. Ann Parish Library, the St. Thomas Parish Library and Headquarters.

2.2 Fixed Assets Management

A project to create an electronic register of the organization's fixed assets was completed. The database is now centrally administered from Headquarters and updated with information supplied from the Island-wide Network. In addition to the production of scheduled reports, the system allows for reports to be generated on demand for administrative purposes.

2.3 Fleet Management

Efficient management of the fleet continued during the year. Scheduled servicing/detailing was conducted and five (5) vehicles were slated for disposal on the basis of recommendations received from the Ministry of Finance and Planning.

Following the approval of the Board, four (4) new motor vehicles were acquired during the year: – three (3) panel vans and one (1) 4-wheel drive vehicle. The panel vans were acquired to supplement the fleet of mobile libraries in Regions 3, 4 and 5. These Regions either had no mobile libraries or the current mobile library was not deemed to be cost effective to operate. Despite this intervention, discussions to acquire suitable mobile libraries continued; cost however was an inhibitive factor.

The acquisition of modern mobile libraries to augment service delivery especially in remote rural areas is to be further explored. The current fleet will be appraised for efficiency and insurance purposes.

As at March 31, 2007 forty (40) motor vehicles and one (1) motor bike were recorded on the Fleet Inventory Register.[9]

2.4 Insurance

There was minimal activity on the insurance portfolio for the year under review.

On the recommendation of the Ministry of Finance and Planning, preparatory work was started to facilitate the tender process of the Insurance Portfolio for the triennium period 2007 – 2010.

2.5 Safety & Security

Safety and Security continued to be priority concerns. Security audits were conducted and appropriate systems installed as necessary.

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[9] Appendix HRM 009: Motor Vehicle Fleet Inventory 2006-2007

Two (2) members of staff participated in a Disaster Management Workshop held in Cuba. A Disaster Preparedness Manual is to be developed in the next financial year; and, the information obtained from that Workshop will be incorporated where applicable.

The re-branding and standardization of staff Identification Cards began. Members of staff are expected to display the Identification Cards at all times while on the premises of the Jamaica Library Service.

2.6 Internal Communication

Internal Communication was expanded with completion of the first Staff Internal Telephone Directory. The directory provided business related contact as well as statistical data on the Public Library Network and the Schools Library Network. All Service Points were provided with a Directory.

A number of Management and Staff meetings were convened at which time members of staff were given the opportunity to share their ideas and opinions. An island-wide staff meeting will be held in the next financial year.

2.7 Projections 2007-2008

Human Resource Management

- Implementation of Performance Management & Appraisal System (PMAS)
- Continuing Recruitment of Librarians
- Implementation of Records Management Programme
- Acquisition of Human Resource Management Information System (HRMIS)
- Reviewing of the Staff Establishment
- Implementation of the Human Resource Policy and Procedures Manual

Administration

- Completion of car park and attendant facilities
- Acquisition of seven (7) motor vehicles
- Upgrading and refurbishing of properties
- Completion of the re-branding exercise
- Development and implementation of a Disaster Preparedness Plan
- Completion of the implementation of a Central Registry

3. Conclusion

During the year under review, the Human Resource Management and Administration Division improved its service delivery with particular reference to the reviewing of appraisals and the processing of requests. There was also noted improvement in the dissemination of information on conditions of service, procurement procedures and general administrative procedures.

INFORMATION TECHNOLOGY DIVISION

Introduction

The Information Technology Division has succeeded in advancing the Information, Communication and Technology (ICT) potential of the organization through the acquisition of critically needed ICT equipment, forging new strategic alliances and partnerships.

ICT Infrastructure

Hardware

During the year the organization increased its inventory of ICT equipment within the library networks. ICT equipment distribution throughout the organization is as follows:

Table 1: Hardware Assets

ICT Equipment	Service Points	2006/2007
Notebook Computers	HQ & Regions	20
Computers	Organization wide	478
Printers	Organization wide	191
Scanners	Organization wide	34
UPS	Organization wide	283
Multimedia Projector	HQ	1
SLR Digital Camera	HQ	1

Despite the fact that at the end of the period the total inventory of computers (both administrative and public) was four hundred and seventy-eight (478), there still remains the need for additional equipment. Currently, there are several Parish and Branch Libraries that need further equipment and software to improve their network infrastructure.

Table 2: Computer Inventory

PARISH	LOCATION	PUBLIC ACCESS
KINGSTON & ST. ANDREW	Parish Library	6
	Glasspole Avenue	2
	Harbour View	3
	Higholborn Street	1
	Mavis Bank	2
	Parks Road	2
	Port Royal	2
	Shortwood	8
	Stony Hill	5
	Tivoli Gardens	3
		34
ST. CATHERINE	Parish Library	8
	Bog Walk	3
	Bridgeport	2
	Greater Portmore	9
	Hellshire	2
	Kitson Town	2
	Linstead	3
	Old Harbour	4
	Point Hill	2
	Waterford	3
		38
ST. JAMES	Parish Library	8
	Cambridge	1
	Chatham	2
	Maroon Town	2
	Mt. Salem	1
		14
HANOVER	Parish Library	3
	Green Island	3
	Hopewell	3
	Jericho	1
		10
TRELAWNY	Parish Library	4
	Albert Town	2
	Clarke's Town	1
	Wakefield	1
		8
MANCHESTER	Parish Library	9
	Bellefield	2
	Bombay	1

PARISH	LOCATION	PUBLIC ACCESS
	Christiana	4
	Cross Keys	1
	Mile Gully	2
	Newport	1
	Porus	2
		22
CLARENDON	Parish Library	7
	Chapelton	2
	Clare McWhinnie	2
	Frankfield	1
	Kellits	2
	Lionel Town	2
	Monymusk	1
	Pennants	2
	Spaldings	3
		22
ST. ANN	Parish Library	8
	Bamboo	2
	Brown's Town	8
	Claremont	2
	Discovery Bay	3
	Moneague	3
	Ocho Rios	4
	Runaway Bay	1
		31
ST. MARY	Parish Library	5
	Annotto Bay	3
	Gayle	3
	Highgate	3
	Oracabessa	3
		17
PORTLAND	Parish Library	6
	Buff Bay	6
	Hector's River	1
	Hope Bay	2
	Long Bay	2
	Manchioneal	2
	Mt. Pleasant	2
		21
ST. THOMAS	Parish Library	10
	Port Morant	2
	Seaforth	2

PARISH	LOCATION	PUBLIC ACCESS
		14
ST. ELIZABETH	Parish Library	10
	Balaclava	2
	Junction	3
	Lewisville	2
	Malvern	4
	Nain	2
	Red Bank	1
	Santa Cruz	5
	Southfield	2
	Warminster	2
		33
WESTMORELAND	Parish Library	11
	Beeston Spring	2
	Bethel Town	2
	Darliston	2
	Negril	2
	Petersfield	5
	St. Leonards	2
	White House	2
		28
Total		**292**

Software

Software purchased and upgraded during the year included:

- ➢ Accpac Plus to the Windows-based Sage Accpac ERP 500
- ➢ Microsoft SQL Server 2005
- ➢ SPSS 15.0

A further one hundred and fifty (150) Microsoft XP Professional and Microsoft 2003 Office Suite licenses were acquired through the Central Information Technology Office (CITO). This current Microsoft Enterprise Agreement between the Microsoft Corporation and the Government of Jamaica through the Ministry of Commerce, Science and Technology, with an anticipated extension of the agreement, has proven beneficial to the Service.

Universal Access Fund

A project proposal was submitted to the Universal Access Fund (UAF) to seek funding for the following:
- ➢ Acquisition of Software for the Visually Impaired (e.g. J.A.W.S.)
- ➢ Computers and software

➢ Local Area Network (LAN) for twelve (12) Parish Libraries and six (6) Branch Libraries
➢ A Wide Area Network (WAN) connecting the LAN (s).

The approval of this project will enable greater productivity and efficiency and provide the technological platform for the Integrated Library Management System (ILMS). Approval was received in November 2006 for the purchase of:

➢ 333 Desktop computers with 17" LCD monitors
➢ 16 Notebooks (Laptops)
➢ 160 UPS
➢ Office Productivity Software
➢ Antivirus Software
➢ Cyber café Software

The tendering process for the procurement of computers began during the year under review and will be concluded in the next financial year. Below are the specifications for the computers:

Table 3: Computer (Desktop) configuration

COMPONENT	*SPECIFICATION*
Processor	Intel Core 2 Duo Processor E6300 (1.86 GHz, 2M, 1066MHz FSB)
Form Factor	Desktop
Memory	1 GB DDR2 Non ECC SDRAM, 667Mhz. (single memory module) Expandable to at least 2GB
Hard Disk	80GB, 7200rpm, Serial ATA(SATA 3.0 Gb/s)
Optical Drive	16 X DVD ROM drive
Monitor	I7" LCD analogue colour monitor minimum 1024X768
Keyboard	Standard 104 - key USB keyboard
Mouse	2 - button optical USB mouse with scroll
Network Interface Card	10/100/1000 Mbps Ethernet adapter
Sound card	Integrated Audio
Video Card	128MB Graphics Adapter
Speakers	Internal Chassis speakers
Modem	No Modem
Floppy Drive	3½ Inch, 1.44MB Floppy
Ports	6 USB 2.0 with at least two accessible from the front of the unit, 1 parallel port, 1 Serial
Slots	1 free PCI minimum
Security	• The Desktop computers should facilitate BIOS password protection • The chassis should have the capacity to accommodate a security lock or locking cable

Table 4: Notebook Configuration

COMPONENT	SPECIFICATION
Processor	Intel Core Duo 2.16 GHz, 667 Mhz Dual Core
Form Factor	Notebook
Ram installed(Memory)	1GB(512 MB), 533 MHZ DDR2, 1 DIMM
Ram Expandability	Up to at least 2 GB
Hard Disk	80 GB, 7200RPM
Hard Disk Type	Serial ATA (SATA 3.0-Gb/s)
Optical Drive	8X DVD+/- RW
Monitor	15.4 inch WUXGA wide screen LCD Panel
Mouse	2 – button optical USB mouse with scroll
Network Interface Card	10/100 Mbps Ethernet adapter & 802.11 a/b/g internal wireless card
Sound card	Integrated Audio
Video Card	128MB(64MB) Graphics adapter
Speakers	Internal speakers
Floppy Drive	3½ Inch, 1.44MB external floppy drive
Ports	4 × USB 2.0 minimum
Modem	Integrated v.92 56K
Carrying case	Nylon carrying case
Accessories	Portable in-line surge protector

Human Resource Management Information System (HRMIS)

The Human Resource Management Information System (HRMIS) introduced by the Government and spearheaded by the Ministry of Finance and Planning failed in the implementation of important Human Resource Management functions.

The deficiencies of the HRMIS resulted in examination of other Human Resource Systems (HRS). New Generation, a local firm that plans, designs and implements HR solutions in a number of government agencies was contacted for a demonstration of the features of its HR system. The basic features of the HR system (HRM 2001) are:-

➢ A report writer included with the base system to provide flexible reporting capabilities
➢ Allowance for decentralization of Human Resource (HR) tasks. Division managers may be allowed limited access to the system to perform their specific HR functions
➢ Employee self-serve capabilities (ESS) to allow employees limited access to their own information with the capability to enter suggested changes
➢ Modular implementation allowing the acquisition of specific modules as necessary
➢ Dynamic Data Conversion (DDC) - The implementation of a new HRM system involves a file conversion cost, which can be significant. This HR system is equipped with a DDC to access and mirror the old system in transition.

Other Human Resource Management Information Systems will be reviewed within the next financial year.

Internet Access

The organization provides internet access in eighty-six (86) of the one hundred and one (101) computer labs island wide.[1] Plans are advanced to provide this service free of cost. In the Capital Development Budget submitted to the Ministry of Education & Youth there was a provision for this service. Subsequent to this submission, funding was approved by the Ministry of Finance and Planning. Assisted by this allocation, the Jamaica Library Service will finally be able to achieve a primary strategic objective of providing to our clients access to computers and the internet free of cost. Maintenance of this service will be funded through a joint contribution from the Jamaica Library Service, the Ministry of Finance & Planning and other stakeholders including our capital development partners.

Website

The organization, recognizing the deficiencies of the current website, has commenced the redesigning process. The aim is to launch a website that is aesthetically pleasing, interactive and user-friendly. It also functions as a portal for local and international patrons to interface with the Service. The site, being consistent with the brand of the organization, should inform users about the organization and the multiplicity of services it offers; educate users about culturally relevant subject matter, as well as provide an easy gateway to access library information resources within and external to the Jamaica Library Service Network.

IT Training

In collaboration with the Human Resource Management & Administration Division (HRM&A), training workshops were conducted as under:

Table 5: Software Training Provided In-House

Training	Training Components	Number of Participants	Departments Represented
▪ Sage Accpac ERP	General Ledger, Cash Book, Accounts Receivable, Accounts Payable, Windowing Manager	8	Finance & IT (HQ)
▪ Basic Computing	P.C Support/Maintenance, Computer Application & Computer Graphics	20	
▪ Lotus Notes	Calendar & Scheduling, Notes Mail and Address book, Interface Control Tools	8	HQ

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[1] Appendix IT 001: Internet Connection Information

Library Technology

Integrated Library Management System

The anticipated funding by the Ministry of Finance of the organization's Capital Development budget - for Catalogue Card Conversion and implementation of a Local Area Network (LAN) in five (5) Parish Libraries - will further advance the organization's planned automation of library processes through the Integrated Library Management System (ILMS). The organization will continue to review library management systems with a view to drafting a Request For Proposal (RFP) in the near future.

Marc Card Conversion

The Jamaica Library Service intends to initiate a retrospective conversion project, which will facilitate the conversion of all material in our West Indian Collection to **MA**chine **R**eadable **C**atalogue (**MARC**). The organization is currently in discussion with representatives of the Online Computers Library Centre (OCLC) to identify a suitable strategy for the implementation of this project.

Internet Enabled Mobile Library

The organization operates eight (8) Internet enabled Mobile Libraries island wide. The Universal Access Fund has provided funding to equip each unit with the following items:-

Table 6: Mobile Library Requirements

ITEM NO.	ITEM	QUANTITY PER UNIT
1	Laptop with Centrino Mobile Technology with mouse & additional battery	2
2	Content Security (Software License)	2
3	Office Productivity Tool (Software License)	2
4	Furniture	1
5	GPRS Card	2
6	Mobile Printer	1
7	Inverter	1

ITEM NO.	ITEM	QUANTITY PER UNIT
8	Electrical Wiring & Fixtures	
9	Rebranding Mobile Libraries	

Table 7: Specifications for Laptop for Mobile Library

COMPONENT	SPECIFICATION
Processor	Intel Centrino 2.0 GHz minimum
Memory	512MB RAM
Hard Disk	80 GB 7200 rpm
Optical Drive	DVD ROM drive
Screen	15.4" Display minimum
Mouse	2 - button optical USB mouse with scroll
Network Interface Card	10/100/1000 Mbps Ethernet adapter or Wireless 802.11 a/b/g
Sound card	Integrated Audio
Video Card	AGP card with 64MB RAM minimum
Speakers	Internal speakers
Modem	56K modem
Floppy Drive	None
Ports	4 USB minimum, 1 LPT, 1 Serial

Audio Visual / Multi-Media

The Division continued to collaborate with other Departments/Divisions in the following activities:

- Designing and mounting displays for presentation ceremonies
- Completing cover designs for organizational reports
- Displaying material and props for the National Reading Fair
- Video-taping and taking photographs at the National Reading Competition and Fair
- Producing displays and brochures for the Denbigh Agricultural and Industrial Show, held under the theme:' *Agriculture and Rural Development: Creating the Future by Investing in the Present'*
- Children's Expo 2006, held under the theme: **'*Restoring Family, Saving Our Children'***
- Management Workshops
- Function to honour retired Director of the Schools Library Network, Mrs. Joan Hay
- Storytelling Session at the Kingston & St. Andrew Parish Library

- Production of Identification cards for the Service.

ICT Equipment Stolen

During the 2006 Labour Day weekend, the electronic security system of the Information Technology (IT) Division was breached by thieves and the following equipment stolen:

- ➢ JVC Stereo Component set (1)
- ➢ Vivitar Single lens Reflect Camera (1)
- ➢ Sony Camcorder(1)
- ➢ 13" Precision Colour Television(1).

The procurement process for the replacement of these essential ICT assets has already started, with full replacement anticipated early in the new fiscal year.

Computer Maintenance Programme

Mindful of the high cost of ICT equipment and the importance of having maintenance programmes, there are plans to introduce a preventative maintenance programme where equipment is serviced regularly according to a pre-determined schedule. An increase in the number of Client System Support Officers (CSSO) is crucial for the success of this programme.

Information Technology Development

JLS ICT Development Project

The Capital Development Plan, which included provision for the implementation of Local Area Networks (LANs) in twelve (12) other Parish Libraries and six (6) Branch Libraries, was submitted to the Ministry of Education & Youth. It is anticipated that the Ministry of Finance & Planning through the Ministry of Education & Youth will respond positively to the funding requests.

Information Technology Security Policy

The Division is preparing a draft Security Policy to include input from members of the Management team. It is anticipated that a comprehensive document will be published early in the new fiscal year.

Professional Affiliations

The Division held membership in:

- Jamaica Domino User Group (JaDUG)

- Jamaica Linux User Group (JaLUG)
- Jamaica Computer Society (JCS)
- GOJ MIS Officers Group
- Institute of Electrical and Electronics Engineers (I.E.E.E.)

Human Resource Management

The Division has undergone a number of personnel changes for varying reasons. These included:

- ✓ the assignment of seven (7) Client Support Officers to Kingston & St. Andrew, St. James, Trelawny, St. Ann, Portland and St. Elizabeth Parish Libraries and the Greater Portmore Branch

- ✓ the appointment of a Technical Specialist in Headquarters.

The Division will require new posts to keep pace with the needs of the organization in a post-JLSWAN Project implementation environment. In the short term the following posts will be required:

- Network System Administrator
- Application Developer
- Database Administrator
- Audio Visual Assistant.

The Division participated in the following events during 2006/2007:

- ➤ Biztech 2006 - "**Maximising ROI: Leveraging your ICT Investment"**

- ➤ MIS Officers Meetings
- ➤ Sage Accpac ERP Software Training

Conclusion

The Information Technology Division is committed to leveraging ICT to improve the quality and efficiency of service to the organization's internal and external customers in an ever changing IT landscape; implementation of relevant technologies that support the Jamaica Library Service's new strategic direction remain paramount.

Internal Audit Department

Introduction

The Internal Audit Department completed its schedule of audit visits for the period April 2006 to March 2007. In carrying out its function to assess the level of compliance with government regulations, strengths and weaknesses in internal controls, the Department recognized there were still some significant challenges facing the Network.

Response to audit queries was satisfactory from a significant number of Libraries in the Network; however, there were delays from others. The required timeline for responding to audit reports was communicated to the entire Network to ensure all response came in on a timely basis.

Internal Controls

Some Libraries in the Network benefited from additional Accounting staff during the period and this impacted positively on the internal controls and facilitated the separation of functions and segregation of duties. This was most obvious in the operation of Stores that had previously been managed by Accounting Technicians in varying networks. This function was re-assigned to Administrative Officers in keeping with the dictates of the Financial Administration and Audit Act, which states among other things …"that functions be properly segregated".

It was recommended that one of the most experienced Accounting Technicians in the organization assist with alleviating the backlog of accounting activities arising from inadequate staffing and in some instances lack of experience of accounting staff. As a result, general ledger, bank reconciliations, and correction of posting errors and financial statements were brought up to date. In addition, improved compliance with procurement guidelines was noted. This development was particularly noticeable with the establishment and operation of Procurement Committees. Parish Libraries were directed to obtain safes to ensure security of funds. To date all Parish Libraries have had safes installed. Other recommendations for the procurement of safes at Branch Libraries with income generating activities were satisfactorily addressed.

During the financial year 2007/2008 the Internal Audit Department will continue to focus on improving the internal controls within each network.

Vacation Leave

There was marked improvement in the management of the leave process ; it was noted that less officers were at the maximum of their leave entitlement.

Income Generating Activities

A standard format for accounting for income generating activities is currently being developed and will be implemented by the end of 2007/2008. A number of Libraries have already started the process, with night deposit facilities and the use of wire transfers to move cash between remote locations and the Parish Libraries. Approval for these interim measures was granted by Senior Management on the recommendation of the Internal Auditors.

Toll calls

There were only a few incidences where charges for personal calls were not being recovered on a timely basis and during the period under review steps were taken which significantly improved the situation. The Department will continue to monitor this area closely to ensure full compliance.

Lost Books

There were challenges experienced with the remittance to Headquarters of funds collected for lost books. During the period significant improvement was seen; and, it is anticipated that compliance on a more timely basis will be the norm in the new financial year.

Audit Committee

The Audit Committee of the Board, comprised of five independent external and two internal members, was appointed in April 2006 to give oversight to the internal audit functions of the Jamaica Library Service. The Committee met once each quarter and examined in detail the internal and external audit reports for the period.

The Internal Audit Department

A limitation in the human resource factor of the department was recognized. With only two members to cover the entire Network only limited coverage was possible. It was therefore recommended that additional staffing be provided for the Department.

The request was supported and it is anticipated that the Human Resource Management & Administration Division through the office of the Director General will remedy the situation in the new financial year. A recommendation was also made for a change in the reporting format; this is slated to be implemented in the financial year 2007/2008.

Achievements[1]

The nature of the work of the Internal Audit Department involves assessing controls, identifying weaknesses and making recommendations for change. The Department has been successful to the extent that Management has fully cooperated with its findings and made efforts to implement recommendations.

The work of the Internal Audit Department impacted positively on the Jamaica Library Service during financial year 2006/2007 by improving the performance of the accounting and administrative functions. Training was provided for newly recruited accounting personnel in three parishes. Recommendation was made for an experienced Accountant to be reassigned from another Library Network to update backlogs in two others that were generating audit queries. Those Parish Libraries are now fully staffed and functioning at the optimal level.

 The management of Stores has been significantly improved through the input of the Audit Department.

The core function of the Library Service is providing universal access to information and knowledge utilizing different media including printed material. Invariably in this process books will be lost thereby reducing the organization's ability to function as effectively as desired. Accounting for lost books in some Libraries was improved after local managers were reminded by the auditors about the treatment of lost books. Funds for lost books are now being remitted promptly to Headquarters to assist in replenishing the stock.

The financial year realized an overall reduction in the number of queries when compared to the previous year. There was an increase in the number of branch visits with less time being spent at the Parish Libraries. The Department continues to provide assistance in the Network when issues arise that need speedy resolution.

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[1] Appendix IA 001: Summary of Achievements 2006-2007

<u>PLANNING & RESEARCH DEPARTMENT</u>

<u>Introduction</u>

A major achievement of the Jamaica Library Service during the reporting period was the comprehensive planning process culminating in the production of the *Strategic Development Plan 2006-2011*, which was approved by the Jamaica Library Board and became effective on November 1, 2006.

The firm, Growth Facilitators, guided the process, which involved stakeholders island-wide. During May 2006 discussions were held with the Chairman of the Jamaica Library Board, the Director General and Unions representing staff; then Workshops for Executive, Senior and Middle Managers were convened. Focus groups with customers and staff were also organized. Finally, a Strategic Planning Advance Workshop was held May 23-26 with representatives from all these groupings fully equipped to tackle the formidable task of validating the vision, mission and core values; articulating strategic objectives; developing performance measures and targets; developing strategies to achieve objectives; and identifying initiatives to achieve targets.

The end result was the Strategic Development Plan with the new Vision, Mission, Core Values and Strategic Objectives to steer the organization forward. Copies of the signed Strategic Development Plan were submitted to the Ministry of Education and Youth and distributed to all stakeholders.

Additionally, in February 2007, presentations were made to special interest groups to sensitize them about the new Vision and Mission and solicit support from the general public for future initiatives to be undertaken by the organization.

The implementation of the tasks for the initiatives of the Strategic Development Plan started immediately. It is anticipated that in the next fiscal year the implementation process will be expedited.

With the Strategic Development Plan in effect, the Corporate Plan had to be realigned to the new Strategic Objectives namely:

1. To create an information-literate society
2. To have satisfied customers
3. To achieve universal access to information and knowledge
4. To have in place a team of well-trained, competent, high- performing and satisfied staff
5. To have in place a well-resourced, effective and efficient organization.

Another major achievement therefore was the preparation of the *Corporate Plan 2007-2010* to include the Corporate Headquarters, Public Library Network and Schools Library Network.

This was quite challenging but was successfully completed; and, the Plan was approved on January 2, 2007 by the Jamaica Library Board and will take effect in the next financial year 2007-2008.

The signed Corporate Plan was submitted to the Ministry of Education and Youth and circulated to relevant stakeholders during January 2007.

Yet another achievement was the preparation of the Service's Annual Report for the year April 2005- March 2006.

The format was revised to improve the final product and incorporate some of the tenets of the Strategic Development Plan. Photographs of some extension activities were included for visual appeal and to generate more interest. Members of the public would therefore be sensitized about the services offered and encouraged to become registered members of the Libraries or invite their children to participate in activities such as the Summer Programme or the National Reading Competition.

After approval was granted by the Jamaica Library Board, copies of the Annual Report were submitted to the Ministry of Education and Youth for tabling in Parliament and circulated to all other stakeholders.

1. Periodic Reports

In keeping with good organizational management and the mandate of the Public Bodies Management & Accountability Act 2001, all requisite reports were prepared and submitted in a timely manner.

Quarterly Status Reports on the Service's performance for the periods beginning January, April and October 2006, and the half-year report for April-September 2006 were submitted to the Ministry of Education and Youth to provide critical developmental updates.

A Status Report on the Activities related to the Strategic Development Plan for the period July-December 2006 was produced and circulated to all relevant stakeholders.

2. Special Reports/Proposals

Proposal for funding of IT Project

In keeping with the Service's Vision to be a 'technology-enhanced organization', in June 2006, a Proposal was forwarded to the Planning Institute of Jamaica (PIOJ) for submission to the Organization of American States (OAS). If the proposal gets favourable consideration, funding would be provided for the implementation of a Local Area Network (LAN) at the St. Catherine Parish Library.

Proposed Jamaica Library Service Market Survey

Although interested Consultants had responded by submitting Proposals to undertake the survey, they were formally advised that the project was suspended as the implementation of the new Strategic Development Plan would impact on the specific areas to be researched. [See comments under Customer Satisfaction Survey]

Initiatives under the Strategic Development Plan
Reading &Information Literacy Programmes and Restructuring Programme

Comments were solicited from the management team on both initiatives, and two documents incorporating all suggestions were submitted in the last quarter of the year under review to the Director General for decision-making. Based on the mandates to have an information literate society and a well managed organization, these initiatives should be spearheaded in the new financial year.

Continue the review of legislation governing Jamaica Library Service

Given the critical nature of the existing Jamaica Library Service Act, 1949, despite amendments in 1953 and 1961 to operating procedures, the process of collecting comments on its revision from the management team continued. Additional comments are awaited from the members of the Jamaica Library Board.

With the new strategic direction of the Service, the time is opportune to submit suggested revisions to the legislation. The aim is to capture new operating procedures and guidelines and include new initiatives to improve the effectiveness and efficiency of the organization. This matter should be expedited in the next financial year.

Requests for information - External organizations

Information was provided in accordance with the Access to Information Act and to generate public trust and confidence by providing transparency on organizational operations.

 1. Library & Information Association of Jamaica
The Service as a member of the Library & Information Association of Jamaica (LIAJA)
submitted periodic reports on its activities. Through LIAJA's publications the library
community and the general public were kept abreast of developments in the organization.

2. Economic & Social Survey of Jamaica
In January 2007, a report on activities of the Service for 2005-2006 was forwarded to the
Ministry of Education & Youth for submission to the Planning Institute of Jamaica
(PIOJ) for inclusion in the publication of the Economic & Social Survey of Jamaica
(ESSJ), 2006.

Data is provided on an annual basis to the PIOJ for the preparation of the Education and
Training Chapter of the ESSJ. The publication provides general information on the role
of the organization, the number of Service Points and overall membership in the Public
Library Network and the number of schools and the budget provided for purchasing
books for the schools administered by the Schools Library Network.

3. Government of Jamaica (GoJ) – United Nations International Children's Education
Fund (UNICEF) Project
The Head of the Economics Department at the University of the West Indies, Mona
requested information for a project of the GoJ and UNICEF as it relates to the 'share of
the fiscal budget that is spent on children and on women who care for children.'

Based on further discussions, the Service provided figures on Membership in the Public
Library Network for a three year period for both adults [15 years and older] and juniors
[up to 14 years] and a 'guesstimate' percentage of adults in the 15-18 age group.

3. Monitoring Library User Trends (island network)

PUBLIC LIBRARY NETWORK (PLN)

For the period under review spreadsheets were prepared for the quarters beginning
January, April, July and October 2006 on Internet usage, Membership, and Collection of
Overdues as a part of the managerial and planning process.

The Reports on Overdues, submitted from Parish Libraries, were constantly monitored,
and status/comparison reports submitted quarterly on Number of Overdues, Total Cost of
Overdues, and Number of Books Retrieved to date.

SCHOOLS LIBRARY NETWORK (SLN)

The preliminary planning process on the implementation of model school libraries in all
infant schools began, and the Department participated in meetings convened with
Principals in this regard.

4. Monitoring Operational Trends (of international libraries)

Internet searches and Journal & Magazine articles
As a global entity, Jamaica Library Service, in its quest to ensure highest level of service, constantly monitored operational trends in international libraries to assist its own internal planning process. As a consequence, varying research projects were downloaded through the Department to keep the management team abreast of both present and emerging trends in compliance with Copyright Laws and guidelines.

Information Literacy Manual
To assist the planning process in undertaking initiatives in creating an information literate society, *'Principles of Awareness-Raising for Information Literacy, a case study'* by Richard Sayers was downloaded as resource material for the organization.

5. Surveys

Customer Satisfaction Survey
In order to ensure client and staff satisfaction, information should be obtained from users of the Service and also staff as to the exact requirements for achieving excellent customer service in the provision of universal access to information and knowledge and also a well-managed organization with a motivated and empowered team.

In this regard, the Terms of Reference will be revised, and the process to undertake the surveys more assiduously pursued in the next financial year.

In-house surveys
During the period under review, the Statistical Package for Social Sciences (SPSS) software, Version 15, was acquired and installed in the Department on March 2, 2007 and the following analyses conducted:

i. Teacher/Librarians' Seminars
To ensure the relevance and highest quality of training provided to Teacher/Librarians for the year under review and subsequent years, a comprehensive analysis was undertaken on the Evaluation Forms collected from participants at the Teacher/Librarians' Seminar conducted in Region 3. Based on specific requirements, a final report is being prepared.

Subsequent analyses/comparisons will be undertaken in 2007/2008 on the seminars conducted in the other five Regions.

ii. Treasure Beach Community
The questionnaire, formulated to determine the feasibility of providing fixed library service in Treasure Beach, was administered to members of the community. Coding, data entry and a comprehensive analysis were undertaken. Based on specific requirements, a final report is being prepared.

ACHIEVEMENTS

Overall the Planning & Research Department achieved some success; however the production of the Strategic Development Plan was the highlight of the year under review.

As well, the production of the Jamaica Library Service Annual Report for 2005-2006 was a rewarding effort.

CHALLENGES

Although there was improvement, the data collection process continued to prove challenging. Lack of additional staffing impacted on the Department's ability to respond in the most time effective manner in some instances; however, discussions are far advanced to address this matter.

FUTURE INITIATIVES – 2007-2008

1. Projects:

    i.   Preparation of comprehensive Marketing Plan

    ii. Preparation of Business Plan to further develop income generating activities

    iii. Continued implementation of initiatives of the Strategic Development Plan:

         - Customer Satisfaction Survey
         - Preliminary drafting of the Terms of Reference for the determination of the National Information Literacy Rate
         - Revision of the Jamaica Library Service Act

    iv. Recovery of Overdue Books Campaign

    v.   Overall evaluation of Teacher/Librarians' Seminars

    vi. Completion of final report on Treasure Beach

2. Training:

    To participate in specific training projects.

PUBLIC RELATIONS AND MARKETING DEPARTMENT

INTRODUCTION
The Public Relations and Marketing Department has enjoyed significant success throughout the year under review. The Department was involved in a number of marketing activities and events over the island network which resulted in a significant increase in the public's awareness of the role of the Jamaica Library Service in the dynamics of the local information industry and in national development.

Significant among the accomplishments for the year under review was the organization's repositioning initiative resulting in the commissioning of branding tools, such as corporate colours, a new logo, vision and mission statements, remodelled to emphasize the alignment of traditional and modern library services.

Over two thousand (2,000) activities were undertaken throughout the island network during the year, some of which the Public Relations & Marketing Department coordinated and others for which it provided support. The National Reading Competition and National Reading Fair were again the spotlight events of the year. Other major activities that were highly effective included:

> ➢ Native American Storytelling Session with Gayle Rose and Patricia Cuff
> ➢ Caribbean Single Market Public Education Fora
> ➢ Skin Bleaching Forum in collaboration with the Ministry of Health Standards & Regulatory Division
> ➢ Celebratory activities in recognition of the Bicentenary Abolition of the Trans-Atlantic Trade in Africans
> ➢ Nine (9) Book Presentation Ceremonies representing the receipt of over two thousand three hundred (2,300) items.

EVENTS AND ACTIVITIES

National Reading Competition 2006
The National Reading Competition and National Reading Fair 2006 were staged under the theme 'Read, Explore And Discover" and had over one thousand seven hundred (1,700) entrants. For this year there was a change in the Adult segment of the Competition where an age category was increased to two categories. As a result the Competition now has five (5) categories of competitors, which are as follows:

Junior Category:
- 6-8 years
- 9-11 years
- 12-14 years

Adult Category:
- 15-20 years
- 21 years and over

On August 31, 2006 at the National Reading Competition Quiz Finals at TVJ Studios, five (5) National Champions emerged. They were:

6-8 years National Champion: **Name:** Roshaun Thompson
                                         Parish: St. Mary
                                         Age: 8
                                         Service Point: St. Mary Parish Library

9-11 years National Champion: **Name:** Tchakamau Ra
                                         Parish: St. Catherine
                                         Age: 10
                                         Service Point: Greater Portmore Branch Library

12-14 years National Champion: **Name:** Kathrina Watson
                                         Parish: St. Elizabeth
                                         Age: 12
                                         Service Point: Santa Cruz Branch Library

15 -20 Adult National Champion: **Name:** Samuel Downer
                                         Parish: Trelawny
                                         Service Point: Duncans Branch Library

21 & over Adult National Champion: **Name:** Noreen Thompson
                                         Parish: Manchester
                                         Service Point: Newport Branch Library

Corporate entities were impressed by the success of the National Reading Competition and National Reading Fair 2005 and pledged increased assistance in the 2006 Competition. Sponsorship for 2006 included:

Major Sponsors:
- Television Jamaica Limited
- Cable and Wireless Jamaica Foundation
- Kingston Bookshop

Associate Sponsors/Donors:
- Jamaica National Building Society
- The Gleaner Company Limited
- Hilton Kingston Hotel
- Carlong Publishers
- Beaches Boscobel Resort and Golf Club
- Glaxo SmithKline (Horlicks)

- LMH Publishing
- Sunset Jamaica Grande Resort and Spa
- Holiday Inn Sunspree Resort
- Scotiabank Jamaica Foundation
- Library and Information Association of Jamaica (LIAJA)

Donors
- Ammars
- Nirvana Day Spa
- Spa Aesthetique
- Poly Foods
- Kraft Foods
- National Continental
- Lasco Distributors

These sponsors/donors gave prizes, which included books, trophies, trips to Caribbean destinations, weekends at local resorts, gift packages, certificates and cash.

National Reading Fair 2006
The National Reading Fair was held at the East Lawns of the Devon House Heritage Site on Saturday September 9, 2006. The Fair featured the Jamaica Library Service Reading Village with booth displays, activities and entertainment under the theme 'Turn a Page.' There were live readings from well-known Jamaican authors including Mike Henry, Velma Pollard and Kamau Mahakoe. Also, there were more than twenty (20) booths on display from sponsors of the competition, corporate entities and the Jamaica Library Service Exhibition and storytelling booths. Two (2) mobile libraries including the Internet-enabled Mobile Library were on location for viewing.

To enhance and increase the reach of the Competition and garner more sponsorship, a National Reading Competition Public Relations and Marketing Committee was established comprised of seven (7) members of staff from Headquarters, Manchester and Portland. This committee was created to help boost the activities of the National Reading Competition and National Reading Fair 2006.

Child Month Celebration 2006
Throughout the entire island network, during the month of May in recognition of Child Month, a number of activities including exhibitions, concerts, special story hour sessions and lectures were staged under the theme ***"Restore the Family: Save Our Children".*** The Jamaica Library Service participated in the Jamaica Foundation for Children's Annual Expo held at the National Arena during May11-14, 2006 and was awarded 1st place for Best NGO/Public Sector Booth and 2nd place in the Best Booth Competition.

MARKETING INITIATIVES

Strategic Development Plan 2006 - 2011
The completion of a consolidated and comprehensive five year Strategic Development Plan in November 2006 augured well for the future development and repositioning of the

organization in keeping with the global changes in the information industry. This initiative is most timely as the organization approaches its 60th year of operation in 2008/2009.

Logo, Vision, Mission, Core Values and Corporate colours
The focus on branding as an important component in the marketing of the Jamaica Library Service becomes increasingly important in communicating the strategic direction of the organization. The commissioning of a new logo, Vision and Mission Statements, and the use of corporate colours as branding tools had been planned for some time and were extensively evaluated to ensure that the concept adopted would speak to the values and goals of the new thrust of the organization. Officially implemented in November 2006, these re-branding tools were quickly adopted and incorporated into the island's network of activities to increase the general visibility of the organization and resulted in:

- ➢ The branding of several of the organization's buildings, library signs and the fleet of vehicles with the logo and corporate colours
- ➢ The use of the new logo on correspondence/promotional items and in marketing activities.

PROGRAMMES & SERVICES
During the period under review several meetings, presentations and collaborative public education activities were undertaken throughout the island network to sensitize key stakeholders and the general populace to the customer focused direction and offerings of the Jamaica Library Service. Some of these actions are highlighted below:

Presentations & meetings
- ➢ Meetings with the Principals of the infant schools in the six regions convened under the theme "Principals: Key to Successful School Libraries". This initiative also formed a part of the actions taken to improve the status of school libraries as indicated in the Strategic Development Plan**.**

- ➢ A presentation of the Strategic Development Plan 2006-2011 on February 26, 2007 to a group of internal and external stakeholders, inclusive of former Directors. The new vision, mission and core values were displayed at strategic points for this event. The participants received folders branded with the Jamaica Library Service logo, vision and mission statements and core values.

Public Education Series

➤ Skin Bleaching 2007 – The Ministry of Health, Standards and Regulations division partnered with the Jamaica Library Service to host a series of public forums to sensitize persons to the dangers of skin bleaching and to highlight illegal drugs used in the bleaching process. The series was launched at the Kingston and St. Andrew Parish Library on January 18, 2007 under the theme

   "Bleachers Beware/Don't Kill Your Skin" and was replicated throughout the Network. The panels featured renowned dermatologists, pharmacists, psychologists and sociologists. The panel discussions were covered by members of the print and electronic media.

➤ Reading Tea Party 2006 **-** Jamaica Reading Association hosted a Reading Tea Party in association with the Jamaica Library Service on Saturday June 24, 2006 in the Reading Room of the Kingston and St. Andrew Parish Library.

➤ Gayle Ross Story Telling Session **-** The Jamaica Library Service in collaboration with the Office of the Public Affairs, Embassy of the United States of America hosted a special storytelling session on Tuesday November 14, 2006. This event featured Native American and award-winning storyteller of the Cherokee Nation, *Gayle Ross,* joined by Mrs. Patricia Cuff, renowned storyteller and Senior Director of the Jamaica Library Service. The Kingston and St. Andrew Library Reading Room was the venue for over two hundred (200) guests.

➤ Bicentenary Of The Abolition Of The Trans Atlantic Trade In Africans 2007 **-** The Jamaica Library Service partnered with the Jamaica National Bicentenary Committee in the planning and staging of activities for the year long celebration. As part of the collaborative venture the Jamaica Library Service procured banners for display in each Parish Library Network to be used throughout the year in support of this milestone event.

   A launching ceremony was held on Tuesday March 27, 2007 in the Reading Room of the Kingston & St Andrew Parish Library. Students from schools across the Corporate Area participated in the function, which featured demonstrations of ancestral drumming and singing as part of the preliminary activities. The highlight of the ceremony was a lecture entitled 'The Trans-Atlantic Slave Trade: Repatriation and our Livity', delivered by Professor Rupert Lewis, well-known Garvey Scholar and professor in the Department of Government at the University of the West Indies.   The lecture was covered by members of the print and electronic media. Other activities will be staged throughout the network during the new fiscal year.

➤ Caribbean Single Market Public Education Fora **-** The Regional CSME Unit and the CSME Unit of the Ministry of Foreign Affairs and Foreign Trade collaborated with the Jamaica Library Service to present a National Panel Discussion for

Young People. The first panel discussion was held in the last fiscal year (on January 27, 2006) at the Kingston & St. Andrew Parish Library, Reading Room. The remaining panel discussions were held as follows:

- o Region 2 - Wednesday May 3, 2007 at St. James Parish Library
    - ➢ Speaker Dr. Jessica Byron, Senior Lecturer, UWI, Mona
- o Region 3 - Tuesday May 2, 2006 at the Manchester Parish Library
    - ➢ Speaker Mr. Claremont Kirton, Senior Lecturer, Economics, UWI, Mona
- o Region 5 - Thursday May 4, 2006 at the Portland Parish Library
    - ➢ Speaker Senior Lecturer, UWI, Mona
- o Region 6 - Thursday May 11, 2006 at the St. Matthews Church Hall, Santa Cruz
    - ➢ Speaker Dr. Patsy Lewis, Senior Fellow, Sir Arthur Institute for Social and Economic Studies, UWI, Mona.

➢ Hosting of Visitors from the Netherlands **-** The Jamaica Library Service hosted two (2) visitors, a teacher and a Librarian, from the Netherlands on November 22, 2006. On this occasion the visitors toured the Kensington Primary School in St. Catherine, and the Kingston & St Andrew Parish Library.

Other public educational activities undertaken on topical issues across the island included:

- ➢ Celebration of Breast Cancer Awareness Month in October in all Service Points under the theme "*Early Detection is Key"*
- ➢ World AIDS Day celebrated under the theme **"***Stop AIDS; Keep the Promise Accountability"* in all service points
- ➢ History of the Black History Month Reading Competition – at the Kingston & St Andrew Parish Library Network, Glasspole Avenue Branch.

The promotion and advertising of the Schools Library Network's Teacher/Librarians Regional Seminars held this year under the theme "*Effective School Libraries for Lifelong Learning" was* another noteworthy event. The increased publicity made more persons aware of the Seminars. The Department also assisted in obtaining promotional items for the Seminars.

BOOK PRESENTATION CEREMONIES

For the period April 2006 – March 2007 there were nine (9) book presentation ceremonies to acknowledge donations made to the Jamaica Library Service:

- ➢ **Book Merchant Limited**
    This presentation by Book Merchant Limited on March 7, 2007 represented the donation of four (4) sets of the series '*Get Caught Reading,*' published by

Harcourt Education (UK). *'Get Caught Reading'* is a series of ten (10) books, fiction and non-fiction, for children ages 6-11.

➢ **CHASE Fund**
On November 9, 2006, the CHASE Fund donated five hundred (500) copies of the book *Justice Delayed: the Trial of Marcus Garvey* by Ken Jones and *Adult Suffrage and Political Administration in Jamaica 1944- 2002* by Professor Trevor Munroe and Mr. Arnold Bertram.

➢ **Digicel Jamaica Foundation**
On October 10, 2006 the Digicel Jamaica Foundation donated fifty (50) copies of the book, *Encyclopaedia of Jamaican Heritage* by Olive Senior.

➢ **Environmental Health Foundation**
The Environmental Health Foundation in collaboration with Pelican Publishers donated five hundred (500) copies of the *Caribbean Wellness and Lifestyle Magazine*, Issue 2. This ceremony was held on October 6, 2006.

➢ **Novelty Trading Company**
On July 13, 2006, the Jamaica Library Service received from Novelty Trading Company a donation of books from the recently held Calabash Literary Festival.

➢ **Creative Production and Training Centre (CPTC)**
The Jamaica Library Service was the recipient of cultural videos, namely:-

- Sir Howard Cooke of Goodwill
- Jamaica's Herb McKenley
- Rivers, Waterfalls and Caves
- Hill and Gully Ride Series

➢ **Hands Across Jamaica for Righteousness (HANDS)**
On Thursday June 15, 2006 Hands Across Jamaica for Righteousness (HANDS) donated several books.

➢ **Lasco Distributors**
On Tuesday June 13, 2006**,** Lasco Distributors donated one thousand two hundred copies (1200) of *"Cooking with Lasco: a great collection of delicious recipes"*.

➢ **United States Office of Public Affairs**
Several books were presented by the United States Office of Public Affairs on June 5, 2006.

HUMAN RESOURCE ASSETS

Training
Six (6) members of the Public Relations and Marketing Committee participated in the University of Technology Jamaica School of Business Administration Marketing Seminar 2007. The seminar was held at the Jamaica Conference Centre under the theme *'New World New Tools: Revolutionizing Marketing Communications'* on Wednesday March 28, 2007.

The presentations were informative and encouraged participants to develop an appreciation for the complexities and dynamics of marketing in today's global economy. Topics covered included:

- ➢ The changing role of advertising agencies
- ➢ Advertising versus Promotions: Who should get your budget?
- ➢ Measuring the impact and value of Internet Communications

Internal Technical Support
In addition to the focus on the external clientele the department also simultaneously provided technical support to other units within the network on the planning and execution of events including:

- ➢ Function in Honor of Mrs. Joan Hay, former Director, Schools Library Network
- ➢ Jamaica Library Service Staff Christmas Luncheon 2006
- ➢ Staff Fun Day
- ➢ Administrative Professionals Week

CHALLENGES

The Department recognized the need for more specific training programmes to enhance its performance, for example in Graphic Design, and Advertisement creation and design and was recommending that the requisite software (e.g. Adobe Illustrator or Adobe Photoshop) be installed.

The Department wishes to formally acknowledge the valuable assistance provided by the management and staff of the Circulations Department in the area of Graphic Design.

CONCLUSION

For the period under review the Public Relations and Marketing department has been relatively successful in sensitizing the public about the services of the organization and

has seen results through increased support of patrons following promotion of special events in the Network's calendar.

In the coming year Public Relations and Marketing will continue to provide support to the Service and its calendar of events includes:

> ➤ Promotion of the Jamaica Library Services 60th Anniversary in 2008
> ➤ Production of a Jamaica Library Service Booklet
> ➤ National Reading Competition and National Reading Fair, 2007
> ➤ Staff Christmas Function 2007.

APPENDICES

Public Library Network
PLN 001: Island Coverage March 2007

KEY

Region 1	■ 13 – Parish Libraries
Region 2	● 461 – Mobile Library Stops
Region 3	▲ 112 – Branch Libraries
Region 4	▲ 18 – Special Services
Region 5	
Region 6	**604 – Total no. of Service Points**

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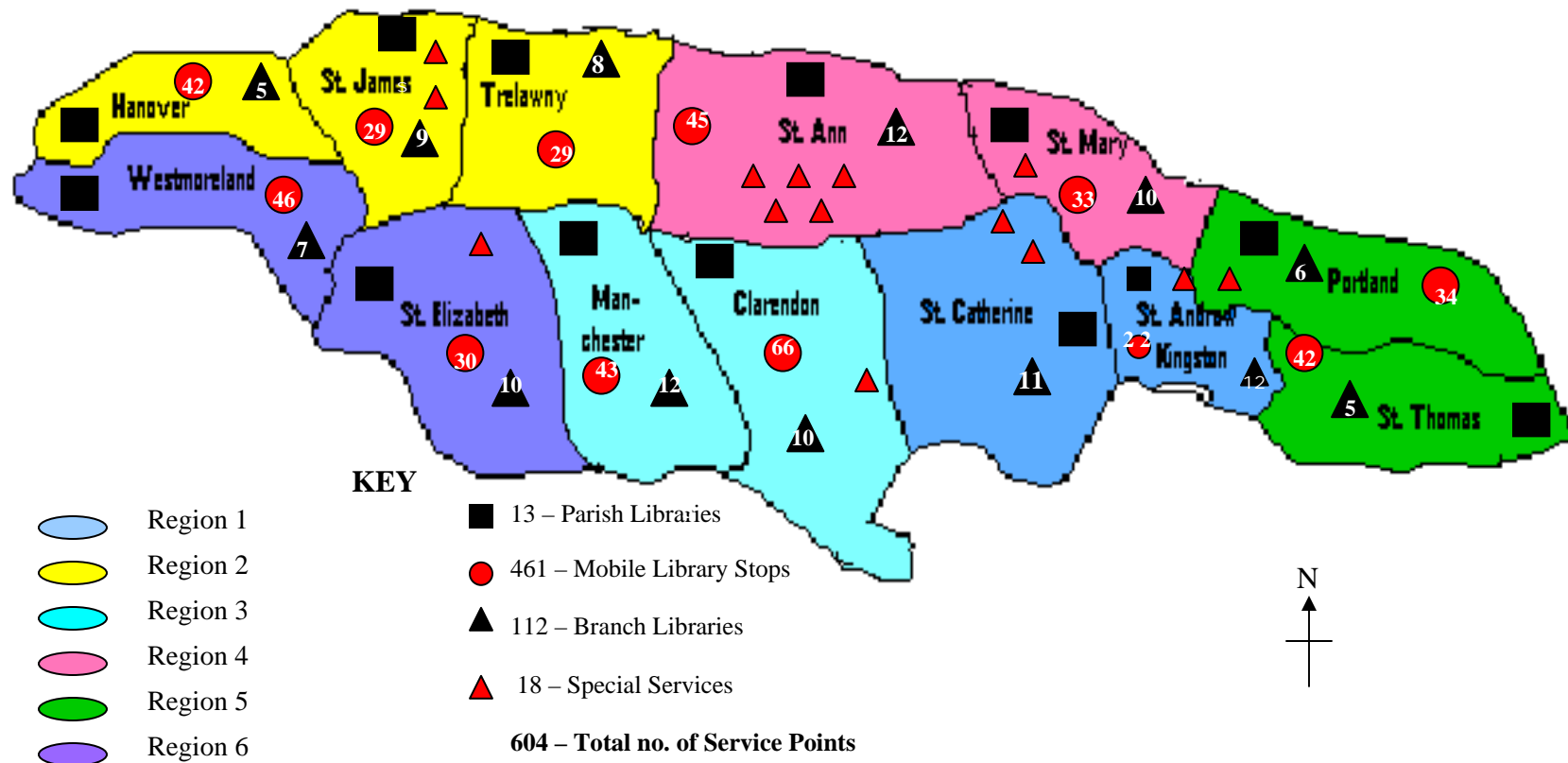
Public Library Network

Total Number of Service Points – 604

Region	NETWORK	Main Libraries	Branch Libraries	Mobile Library Stops	Special Services	TOTAL
1	KSA	1	11	22	1	35
	St. Catherine	1	11	-	4	16
2	St. James	1	9	29	2	41
	Trelawny	1	5	29	-	35
	Hanover	1	5	42	-	48
3	Manchester	1	12	43	-	56
	Clarendon	1	10	66	1	78
4	St. Ann	1	12	45	5	63
	St. Mary	1	9	33	2	45
5	Portland	1	6	34	1	42
	St. Thomas	1	5	42	-	48
6	St. Elizabeth	1	10	30	2	43
	Westmoreland	1	7	46	-	54
	TOTAL	13	112	461	18	**604**

SPECIAL SERVICES
March 2007

PARISH	HOSPITALS & HEALTH CENTRES	INFIRMARY	CORRECTIONAL CENTRES	VISUALLY IMPAIRED	POSTAL READER SERVICE	PLACES OF SAFETY	TOTAL
KINGSTON & ST. ANDREW			South Camp Adult Correctional Centre				**1**
CLARENDON	Percy Junior Hospital (Spaldings)						**1**
ST. MARY			Richmond Farm Adult Correctional Centre	**1**			**2**
PORTLAND	Port Antonio Hospital						**1**
ST. ANN	St. Ann's Bay Hospital	St. Ann's Bay	Hill Top Juvenile Correctional Centre			Armadale Place of Safety Windsor Girl's Home	**5**
ST. CATHERINE			Tamarind Farm Adult Correctional Centre Rio Cobre Juvenile Facility Fort Augusta Adult Correctional Facility St. Catherine Adult Correctional Centre				**4**
ST. ELIZABETH	Black River Hospital				1		**2**
ST. JAMES	Cornwall Regional Hospital (Children's Ward)	St. James					**2**
TOTAL	**5**	**2**	**7**	**1**	**1**	**2**	**18**

175

PLN 002: DONATIONS - APRIL 2006-MARCH 2007

DONORS	NUMBER OF COPIES
ACURIL XXXVI- 2006	4
African- Caribbean Institute of Jamaica	20
Anonymous	130
Bernard, Sallry	98
Book Merchant Ltd.	20
British Council	21
The British High Commission	6
Brown, Cedric	1
Brown, Diane	15
Carlong Publishers	218
The CHASE Fund	2,133
CMC Communications Limited	14
Collins, Carlene	48
Creative Productions and Training Centre (CPTC)	8
Daley, Jenifer	2
Dalrymple, Christine	16
Dawes, Lois	196
Digicel Foundation	30
Environmental Health Foundation	1,000
Food For The Poor	13,163
Grace Kennedy Foundation	170
Growth Facilitators: Team 2007	1
Hope, Donna P.	1
Inter- American Development Bank	9
International Biographical Centre	1
Jamaica Customs Department	3,739
The Jamaica National Commission for UNESCO	765
The Japan Foundation	62
Japanese Literature Publishing Project	4
Jones, Ken	200
The Kabbalah Learning Centre	22

PLN 002: DONATIONS - APRIL 2006-MARCH 2007

DONORS	NUMBER OF COPIES
Lasco Distributors	1,200
Lee, Easton Rev. Fr.	143
Levy, Mitchelle	32
McAllister, Kevin	109
Mervin, Morris	6
The Ministry of Education and Youth	2,118
Ministry of Finance and Planning	9
Ministry of Health	116
The National Library of Jamaica	41
Northern Caribbean University	1
Novelty Trading Co.	17
Office of the Prime Minister	1,116
Persadsingh, N.	18
Rattray, Andrea	170
Restaurants of Jamaica	41
Robinson- Walcott, Kim	2
Russell's Enterprise	1
Schools Library Network	10
Searchwell, Faith	207
Shanmuganayagam, C.	1
Sheila Buckmire Memorial Library	1
Simeon, Hutchie	3
Smith, Horane	4
South Centre	4
Tenn, Marcia	12
The World Bank	1
U.K. publishers	89
United States Office of Public Affairs	83
Weeraperuma, Claudia	3
Weeraperuma, Sesunaga	7
GRAND TOTAL	27,682

PLN 003: OVERDUE BOOKS REPORT FOR APRIL 2006 - MARCH 2007

Parish Libraries	Total No. of Notices Sent at March 31, 2007	Total No. of Books Retrieved at March 31, 2007	Total No. of Unclaimed Notices at March 31, 2007	Total No. of Overdues Outstanding at March 31, 2007	Total Cost of Overdues Outstanding at March 31, 2007
Kingston & St Andrew	19,190	8,133	3,849	3,840	$2,075,100.81
St. Catherine	5,998	3,219	2,207	2,925	$4,009,059.49
St. James	5,350	1,963	563	3,018	$1,169,115.84
Hanover	1,380	815	329	320	$181,688.79
Trelawny	1,672	330	289	428	$195,719.00
Manchester	6,193	43,426	1,776	2,745	$1,066,745.00
Clarendon	3,264	1,903	761	883	$667,220.00
St. Ann	3,463	1,570	611	1,529	$391,442.69
St. Mary	6,270	961	912	1,496	$546,510.56
Portland	2,384	1,746	473	347	$138,397.49
St. Thomas	1,639	908	87	523	$271,723.86
St. Elizabeth	4,294	2,681	729	1,702	$637,826.14
Westmoreland	4,205	2,483	1,136	910	$353,686.35
GRAND TOTAL	**65,302**	**70,138**	**13,722**	**20,666**	**$11,704,236.02**

<u>**APPENDIX PLN 004**</u>

EXTENSION ACTIVITIES FOR
APRIL 2006 – MARCH 2007

REGION I

K.S.A.P.L.

<u>Promotional Activities</u>

2006

April – September	Reading Competition (Adult and Junior)
April 10	Class visit - Homestead Girls Home - Stony Hill Branch Library
May 3	Class visit - SOS Prep School - Stony Hill Branch Library
May 9	Class visit - Stony Hill Primary School - Stony Hill Branch Library
May 9	Talk and Storytelling Session in the Reading Room at the Parish Library to promote Education Week and Read Across Jamaica Day *"Promoting responsible citizens through education".*
May 8	In celebration of Education Week the mobile library had a lecture on "*Care of Books and the Importance of the Library"* at Seaview Gardens service point.
May 13	Child Month Concert – "*Restore the Family: Save Our Children"* **-** Parish Library
June 28	Class visit – Duhaney Park Primary- Parish Library
July 10 - 28	Summer Programme 2006 – theme -*"Restore the Jamaican Culture"* - at all service points in the network.
July 28	Summer Programme Concert and Expo – all the service points participated
July 11	Mobile Library visited Nannyville Community Centre – Display on caring for books mounted, storytelling session.
July 12	Mobile Library visited Bob Allen Early Childhood Development Centre – Storytelling session.

2006

July 17	Mobile Library visited McGregor Community Centre – Storytelling and reading sessions.
July 18	Mobile Library visited Crafton (Clan Carty High) – Storytelling session.
July 20	Institute of Higher Learning – Tour of the Mobile Library.
July 31	Reading Competition Parish Motorcade
August 4	Class visit – Total Care Learning Centre – Parish Library
August 17 & 31 22, 24, 29	Mobile Library hosted a Summer Programme at the Jones Town Baptist - Exhibition mounted on *The Importance of Reading*. Rap sessions, storytelling and reading sessions were conducted.
September 16	Story Hour – Parish Library
September 21	Class visit – Port Royal Basic – Port Royal Branch Library
September 27	Class visit – Bog Walk High – Parish Library
October 10	Class visit -Port Royal All-Age School - Port Royal Branch Library
October 12	Heritage Day Celebration activity – Parish Library
October 17	Class visit Rennock Lodge Junior High - Glasspole Avenue Branch Library
November 1	Prize Giving Ceremony for Reading Competition
November 3	Class visit – Grade 1 from the Little Darlings Pre – School - Harbour View Branch Library
November 7	Class visit -Port Royal All-Age School - Port Royal Branch Library
November 8	Class visit – Grade 4, 5 and 6 – Port Royal All Age School Port Royal Branch Library
November 11	Class visit – Operation Friendship Basic School - Tivoli Gardens Branch Library

2006

November 29	Class visit - Stony Hill Primary and Junior High - Stony Hill Branch Library
December 7	Class visit - University of the West Indies - Port Royal Branch Library

2007

January 1	Class visit - Port Royal All-Age School - Port Royal Branch Library
January 23	Class visit -Port Royal All-Age School - Port Royal Branch Library
January 24	Class visit -Port Royal All-Age School - Port Royal Branch Library
January 30	Class visit - St. Peter and Paul Prep.- Parish Library
January 30	Class visit -Whitfield All Age - Parish Library
January 30	Class visit -Grove Primary - Parish Library
February 6	Class visit -Rondal's Lopez School of Hope, Maxfield Park Unit - Parish Library
February 8	Class visit -Grace Christian Academy - Parish Library
February 6	Class visit -Norman Gardens All Age School - Glasspole Avenue Branch Library
February 8	Class visit -Windward Road Primary School - Glasspole Avenue Branch Library
February 12	Class visit -Rennock Lodge All Age & Junior High - Glasspole Avenue Branch Library
February 12	Class visit -Mico Teachers College - Parish Library
February 16	Class visit -Bright Beginners - Parish Library
February 20	Class visit -Rennock Lodge All Age & Junior High - Glasspole Avenue Branch Library
February 23	Class visit -Future Leaders - Parish Library

2007

February 26	Class visit -Rennock Lodge Basic School - Glasspole Avenue Branch Library
February 28	Class visit -Central Branch - Parish Library
March 2	Class visit -Allman Hill Primary and Junior High – Parks Road Branch Library
March 8	Class visit -Port Royal All-Age School - Port Royal Branch Library
March 12	Class visit -Port Royal All-Age School - Port Royal Branch Library
March 16	Class visit - Mel Nathan Prep. School – Edith Dalton James Branch Library
March 20	Class visit - Allman Hill Primary & Junior High School - Parks Road Branch Library
March 21	Class visit - Port Royal All-Age School - Port Royal Branch Library
March 29	Class visit -Higholborn Street. Basic School - Higholborn Street Branch Library

Public Education

2006

April	Exhibition to commemorate Easter *"The celebration of Easter"* – an overview of the traditions of the season – Parish Library
April	Exhibition mounted for Easter *-"Easter Traditions*" - Higholborn Street Branch Library
April	Cancer Awareness Month Exhibition - Higholborn Street Library
April	Farmer's Month Exhibition – *"Promoting Farming in Jamaica and the Caribbean*" – Adult Reference Department
April	Reading Week Exhibition– "*Early Intervention the key to success"* - Adult Reference Department
April 3	Exhibition mounted for Easter – *"Easter Traditions*" – Mavis Bank Branch Library

2006

April 11	Easter display - Edith Dalton James Branch Library
April 23	World Book and Copyright Exhibition – Parish Library
April 28	Reading Week Exhibition – "*Reading: The Key to Life*" - Stony Hill Branch Library
April 23 – 29	Exhibition – Intellectual Property Week - – Parish Library
May 7 – 13	Education Week Exhibition – *"Our Children, Our Future"* - Stony Hill Branch Library
May	Exhibition mounted for Child Month – *"The Origin of Child Month"* - Highholborn Street Branch Library
May	Teachers Day Exhibition "*The teacher and Professionalism*" - Adult Reference Department
May	Child Month Exhibition *"Restore the family: Save Our Children"-* mounted in the Junior Library
May	Child Month Exhibition - Tivoli Gardens Branch Library
May	Child Month Exhibition - Mavis Bank Branch Library
May 7	Librarianship display was mounted by the mobile library at the Washington Gardens Seventh Day Adventist Church (Career Day Expo)
May 7 – 13	Education Week Exhibition *"Promoting responsible citizens through education"* – observed to promote the importance of education - Parish Library
May 9	Read Across Jamaica Day Exhibition mounted - Parish Library
May 12 – 15	Mother's Day Exhibition – observed international to honour Mothers – Parish Library
May	Mother's Day Exhibition - Tivoli Gardens Branch Library
June	FIFA World Cup- Germany 2006 Exhibition mounted in Adult Reference

2006

June	Hurricane Season 2006 Exhibition – *"Are you Prepared?"* - Adult Reference
June	Disaster Preparedness Exhibition - Tivoli Gardens Branch Library
June 1	Hurricane Season Exhibition - Highholborn Street Branch Library
June	Exhibition on the use of Periodicals in the Reference Library mounted.
June	Exhibition to observe Disaster Preparedness Month -*"Disaster Preparedness and Recovery: Utilizing Information and Communication Technology"* – to promote awareness of the different disasters and the precautions that should be taken – Parish Library
June 16	Father's Day Exhibition - Edith Dalton James Branch Library
June 18	Father's Day Exhibition- observed international to honour Fathers - Parish Library
July 1	Exhibition on Summer Programme at the Parish Library – *"Summer Programme 2006"*
July	Exhibition mounted for the Hurricane season entitled –*"Hurricane Precautions"* - Stony Hill Branch Library.
July	Exhibition mounted in the Reference Department to honour Louise Bennett – Coverley - *"Queen of Jamaican Culture"* – Parish Library
July	Exhibition mounted for Hurricane Season 2006 –*"Are you Prepared?"* – Parish Library.
July 10 – 28	Summer Programme Activities: **Lectures and Presentations – Branches**
July 24	- Motivational talk – Guidance Counsellor – Harbour View **-** Branch Library
July 25	- Presentation on safe sex - Harbour View Branch Library

2006

July 26	- Dental Nurses – Presentation on proper dental hygiene - Harbour View Branch Library
	- Ministry of Health – talk on sexually transmitted diseases – Glasspole Avenue Branch Library

Lectures and Presentation – Parish Library

July 12	- National Environment and Planning (NEPA) - talk on the Environment
July 19	- National Heritage Trust (NHT) –display and talk on Jamaica Heritage
July 20	**-** Jamaica Council for Persons with Disabilities – talk on persons with disabilities
July 25	- Author – Mrs. Darcy Wright –*"Tamika You Did It"*- Storytelling session
July 24	Field Trip for summer programme– Institute of Jamaica (Natural History Division)
July 31	Emancipation and Independence Exhibition – Mavis Bank Branch Library
July 31	Emancipation and Independence Exhibition – Majesty Gardens Branch Library
July 31	Emancipation Day celebration exhibition – Parish Library
July 31	Independence Day celebrations exhibition – Parish Library
July 31	Exhibition for Independence celebration – *"Jamaica's Independence"* –Harbour View Branch Library
August 2	Emancipation and Independence Exhibition –Parks Road Branch Library
August	An exhibition on The Hon. Louise Bennett – Coverley under the theme *"Gone but not forgotten"* - in her honour and memory to celebrate her life and work - Stony Hill Branch Library, Glasspole Avenue Branch Library

2006

August	Display on Hurricane precaution - Glasspole Avenue Branch Library
August	A display was mounted informing parents how to properly prepare their children for the back to school season. – Glasspole Avenue Branch Library
August 1 – 31	Emancipation and Independence Exhibition – Port Royal Branch Library
August	Louise Bennett exhibition mounted in the Junior Library – *"Walk Good Miss Lou"*- Parish Library
August 17	A dance and poem tribute to The Hon. Marcus Garvey at the Marcus Garvey Park in Glasspole Avenue – Glasspole Avenue Branch Library
August 8	Louise Bennett Exhibition – Parish Library
August 17	Marcus Garvey Birthday Exhibition – Mavis Bank Branch Library
September	Display on the hurricane season mounted – Tivoli Branch Library
September 6	Senior Citizens Month Exhibition – Shortwood Branch Library
September 6	International Literacy Exhibition - Shortwood Branch Library
September 6	Senior Citizens Month Exhibition– Shortwood Branch Library
September 6	International Literacy Exhibition - Shortwood Branch Library
September 8	Talk for International Literacy Day given at Tivoli Gardens High - Tivoli Gardens Branch Library
September 12	Exhibition on Drugs - *"Say No To Drugs"* - Mavis Bank Branch Library
October	Breast Cancer Awareness Month Exhibition - Higholborn Street Branch Library
October	Exibition mounted for Heritage Week –*"National Heroes"* Port Royal Branch Library

2006

October	Exhibition mounted for Heritage Week – Parks Road Branch Library
October 2	Exhibition for Heritage Week – "***National Heroes and Emblems of Nationhood"*** – Mavis Bank Branch Library
October 5	Exhibition on Breast Cancer – Shortwood Branch Library
October 5	Exhibition mounted for Heritage Week – Shortwood Branch Library
October 8 – 13	Exhibition mounted for Breast Cancer Awareness – Port Royal Branch Library
October 9	Heritage Week exhibition – Parish Library
October 9 – 16	Exhibition done for heritage week - Higholborn Street Branch Library
October 10	Exhibition mounted for Heritage Week – "*Jamaica's Heroes and Heroine*" – Majesty Gardens Branch Library
October 12	Heritage Week display – Glasspole Avenue Branch Library
October 12	Heritage Week exhibition mounted – Parish Library
October – Nov.	Exhibition mounted on Hurricane season – Higholborn Street Branch Library
October 20	"Jamaica Yaad" – display items from the past and Jamaican food - Glasspole Avenue Branch Library
November	Exhibition on Drug Abuse - Parks Road Branch Library
November	Display on hurricane season - Tivoli Gardens Branch Library
November 7	Exhibition on Drug Abuse - Shortwood Branch Library
November	Drug Abuse exhibition mounted –Parish Library
November 10	Exhibition on Drug Abuse - Harbour View Branch Library
November 14	Exhibition mounted for Parent Month – "*Good Parenting and Parenting Tips"* – Stony Hill Branch Library

2006

November 25	Exhibition mounted for International Day for Eliminating Violence against Women – *"Not a minute more"* – Parish Library
November 30	Exhibition mounted for Christmas - Glasspole Avenue Branch Library
November 30	Display mounted for World AIDS Day – Edith Dalton James Branch Library
December	Exhibition mounted for Christmas - Parks Road Branch Library
December 1	Exhibition for World AIDS Day – *"Stop AIDS: Keep the Promise – Accountability"* – Parish Library
December 1	Junior Library mount Exhibition for World AIDS Day - Parish Library
December 1	Display mounted for World AIDS Day - Mavis Bank Branch Library
December 1	Display mounted for Christmas – *"Christmas Traditions"* - Mavis Bank Branch Library
December 1	Exhibition mounted for World AIDS Day - Shortwood Branch Library
December 1	Exhibition mounted for Christmas - Shortwood Branch Library
December 4	Exhibition on Christmas – *"Christmas around the world."* – Harbour View Branch Library
December	Display mounted for Christmas - Edith Dalton James Branch Library
December 14	Exhibition mounted for World AIDS Day – *"AIDS: know the facts"* - Stony Hill Branch Library
December 15	Exhibition mounted for Christmas - Stony Hill Branch Library
December	Exhibition mounted on Malaria – Junior Library

2007

January	Exhibition on world religions – Shortwood Branch Library
January	Earthquake Awareness Week Exhibition mounted – *"History of Earthquakes"* - Mavis Bank Branch Library
January	Earthquake Awareness Week Exhibition mounted – *"Disasters do happen: be prepared"* - Parks Road Branch Library
January 10	Earthquake Awareness Week Exhibition mounted – *"Be Prepared"* – Junior Library
January 14 -20	Earthquake Awareness Week Exhibition mounted – *"Prepare now, Don't wait ….Be ready for the next Earthquake."*
January 14	Earthquake Awareness Week - Highholborn Street Branch Library
January 15	Earthquake Awareness Week - Harbour View Branch Library
February	Exhibition mounted for Black History Month – *"Remembering the past"-* Junior Library
February	Exhibition mounted for Black History Month - Edith Dalton James Branch Library
February	Exhibition mounted for Black History Month - Highholborn Street Branch Library
February	Exhibition mounted for Black History Month – Mavis Bank Branch Library
February	Black History Month Exhibition – Shortwood Branch Library
February	Exhibition on Black History Month – Parks Road Branch Library
February	Black History Month Exhibition – Majesty Gardens Branch Library
February	Black History Month Exhibition – Tivoli Gardens Branch Library
February	Black History Month Exhibition – Glasspole Avenue Branch Library
February	Black History Month Exhibition – *"From Slavery to Freedom: Reflecting the Journey."-* Parish Library

2007

February	History of the Black History Month Reading Competition - Glasspole Avenue Branch Library
February 1	Exhibition mounted for the Bi-Centennial Anniversary of the Abolition of the Slave Trade - Glasspole Avenue Branch Library
February 4 – 10	Exhibition mounted for Bob Marley Week **– *"Smile"***
February 7	Bob Marley Birthday Exhibition **– *"Smile"***
February 8	Exhibition mounted for Valentine's Day - Edith Dalton James Branch Library
February 8	Valentine's Day Exhibition – Mavis Bank Branch Library
February 8	Black History Exhibition "***From Slavery to Freedom***" - Harbour View Branch Library
February 13	Exhibition mounted for Black History – ***"Jamaica's Vibrant History & Historical Personalities"*** - Stony Hill Branch Library
February 14	Valentine's Day Exhibition **– *"My Valentine, My love"*** **–** Parish Library
February 24	Alexander Bustamante Birthday Exhibition - Parish Library
February 24	Exhibition titled **– *"History of the Glasspole Avenue Branch Library"*** - Glasspole Avenue Branch Library
February 15	Safe Sex Week **– *"Good Sex/ Safe Sex equals rubber to test"*** – Adult Reference
March	White Cane Month Exhibition - Edith Dalton James Branch Library
March	ICC Cricket World Cup Exhibition - Glasspole Avenue Branch Library
March	ICC Cricket World Cup Exhibition – Parks Road Branch Library
March	Exhibition titled ***"History of Cricket"*** - Glasspole Avenue Branch Library
March	ICC Cricket World Cup Exhibition - Edith Dalton James Branch Library

2007

March	ICC Cricket World Cup Exhibition - Majesty Gardens Branch Library
March	ICC Cricket World Cup Exhibition – Shortwood Branch Library
March	White Cane Month Exhibition - Adult Reference
March	ICC Cricket World Cup Exhibition – Parish Library
March 2	ICC Cricket World Cup Exhibition – Harbour View Branch Library
March 2	International Women's Day Exhibition - "*Stop Violence Against Women*" - Harbour View Branch Library
March 7 – 12	International Women's Day Exhibition –"*Violence against Women, It's a serious thing, stop it!*" - Parish Library
March 8	International Women's Day Exhibition – Mavis Bank Branch Library
March 8	International Women's Day Exhibition –Shortwood Branch Library
March 8	International Women's Day Exhibition – Tivoli Gardens Branch Library
March 13	Exhibition mounted on the use of Periodical in Adult Reference Department Branch Library
March	ICC World Cup Cricket 2007 –"*The best world cup cricket*"- Adult Reference Department
March	Easter - Tivoli Gardens Branch Library
March 20	Reading is Fun - Stony Hill Branch Library
March 21 – 22	Film shown entitled "*Son of Africa*" and "*William Wilberforce*" in relation to Bi-Centennial Anniversary of the Abolition of the Slave Trade – Parish Library
March 24	Exhibition mounted "*The Best Cricket World Cup Ever*" - Stony Hill Branch Library

2007

March 26	Tivoli Gardens High School - Grade 9 students shown a film entitled "***The Island***" which features human cloning - Tivoli Gardens Branch Library
March 29	Tivoli Gardens High School- students visited and were shown film entitled "***Son of Africa***" in relation to Bi-Centennial Anniversary of the Abolition of the Slave Trade. - Tivoli Gardens Branch Library

<u>Networking with other Agencies and Community</u>

2006

April 5	Dispute Resolution Foundation - Seminar on conflict resolution Glasspole Avenue Branch Library
April 12	Blue Cross – Representatives conducted a presentation on the Blue Cross benefits - Parish Library
April 26	AIDS Exhibition ***"Care, Support and Prevention Education"***- Ministry of Education and Youth – observed to promote awareness of the disease – Parish Library
May 9	Read Across Jamaica Exhibition – Jamaica Teachers Association – observed to promote the importance of reading – Parish Library
May	Majesty Gardens Branch Library and St. Andrew Settlement - Art and Craft Exhibition
May 16 – 17	National Council for Senior Citizens – exhibition
June 8	Victim Support Program - workshop - Parish Library
August 17	Institute of Jamaica -Book Launch by Jamaican writer Horane Smith <u>- Dawn at</u> <u>Lover's Leap</u> –- Parish Library
September 8	Exhibition on proposed branch library at Gordon Town - overview of proposal for establishing a branch library at Gordon Town - Gordon Town Community Council
September 11 – 18	Exhibition mounted on the environment - National Environment and Planning (NEPA) – Parish Library

2006

September	Exhibition mounted on disaster preparedness and emergency management – Office of Disaster Preparedness and Emergency Management (ODPEM) – Parish Library
October 10	Human Rights Council mounted exhibition - Parish Library
October 17	Hands Across Jamaica - discussion regarding the National Pledge, Motto and Anthem held in the Reading Room - Parish Library
October 19 - 23	Dental Health Week – Exhibition and display - Parish Library
October 23 – 27	Fire Safety Week exhibition - Parish Library
November 3	Jamaica Menopause Society Annual Symposium held in the Reading Room. – Parish Library
November 14	Storytelling sessions was hosted by the United States Embassy in collaboration with the Jamaica Library Service with internationally renowned storyteller of the Native American Cherokee tribe Gayle Ross and Mrs. Patricia Cuff. A joint exhibition was mounted - Parish Library
November 20	Institute of Jamaica – Musgrave medalists exhibition - Parish Library

2007

January 18	Hosted Skin Bleaching lecture - Ministry of Health - Parish Library
February 2, 16	The library participated in R.J.R Radiocation – exhibition mounted on the importance of reading at Camperdown High and Denham Town High School
February 27	Historical Society meeting - Parish Library
February 28	Women's Health Awareness group meeting - Parish Library
March 8	Area 3 Women's Movement - Women's Day function at Heroes Circle – Presentation on was done on the services the library offers. The visited the area and books were read to the students by the women movement
March 9	The library participated in R.J.R - Radiocation – exhibition mounted on the importance of reading at Priory High School

2007

March 15	Social Development Commission participated in the One Love Cricket Village – exhibition on Cultural Icons
March 27	Hosted the Jamaica Library Service Bicentennial launch in the Reading Room at the Parish Library
March 28	Women's Health Awareness group meeting - Parish Library

St. Catherine Parish Library

Promotional Activities

2006

April 3	Registration for National Reading Competition
April 5	Launch of Computer for Seniors – 12wks training course
April 10	Attend Youth Wellness Centre Closing Ceremony at Children's First
April 13	Visit to Rio Cobre Juvenile Centre
April 18	First Aid Training Workshop at Red Cross
April 18-21	Training for Correctional Officers
April 25	Read Across Jamaica - McAuley Primary & St. Catherine Prep. attended Reading Sessions at the Parish Library.
April 26	Visit to Tamarind Farm Adult Correctional Centre
April 26	Read aloud sessions/games at Friendship Primary & St. John Primary
April 27	Red Cross PRO Committee Meeting
May 9	Read Across Jamaica- Importance of the library & Internet Access Presentation at Spring Village All Age School & McAuley Primary.
May	National Reading Competition for Adults & Juniors at all service points

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2006

May 15	Senior Citizen's Art & Craft Exhibition
May 22	Visit to St. Catherine Adult Correctional Library
May 25	Red Cross PRO Meeting
June 22	Red Cross Annual General Meeting
June 24	JLS / KFC Chicky Reading Corner / Homework Centre

Public Education

April 23-29	Reading Week: Theme – *"Early Intervention-Key to Reading"*
April 23	World Book & Copyright Day
May 1	Adult Reading Competition –Round 1
May 8 - 12	Education Week
May 9	Read Across Jamaica Day

Promotional Activities

July 5	Written Test for Junior Category
July 6	Visit to Spring Village Community Centre
July 10	Summer Programme Opening Ceremony
July 11	Visit to Rio Cobre Juvenile Centre
July 12	Selection of Parish Champions
July 13	Visit to Fort Augusta Adult Correctional Centre
July 17	Parish Disaster Planning Meeting

Public Education

2006

July 15	Exhibition at Newlands Citizens Association
July 28	Two schools visited Parish Library - Spanish Town Primary & St. Catherine Primary
August 3	Exhibitions on Independence & Emancipation
August 8	Exhibition on Miss Lou
August 22	Senior Citizens Meeting at the Parish Library
September 21	Senior Citizens Graduation
September 28	Willowdene Prep visited

Promotional

2006

October 4	Visit to Homestead Primary, PTA meeting.
October 26	Disaster Preparedness Meeting
November 3 & 10	Visits to Rio Cobre
November 13	Parish Disaster meeting at Parish Council
December 8	Visit to Rio Cobre

Public Education

2006

October 2	Breast Cancer Exhibition
October 8-14	Heritage Week Exhibition
October 9	Exhibition, Mental Health
October 17	Jamaica National Photography Touring Exhibition
October 23	Fire Safety Week

2006

October 29-Nov. 4	Library Week Exhibition
October 31	Open Day at all service points
November 2	Holy Ghost Power Basic School
November 13	Parent Month Exhibition
November 14-17	Youth Week Activities
December 4-15	JCDC – Creative Writing Competition Exhibition Tour
December 11-14	St. Catherine Homecoming Art Exhibition

2007

January 14-20	Earthquake Awareness Week Exhibition
January 25	Ministry of Health Rap Session *"Effects of Bleaching"*
February 6	Black History Month One Love Concert in honour of Bob Marley's Earth day
February 11-17	Safer Sex Week Exhibition
February 13	Lecture on *"African music in the survival of enslaved"*
February 19	*"Celebrating our Elders"* at Spanish Town Infirmary
February 22	Black History Rap Session at Rio Cobre Juvenille Correctional Centre
February 28	African Storytelling session
March 8	International Women's Day Exhibition
March 19	Exhibition - *"Famous Black Cricketers"*
March 26	Exhibition – *"Freedom Delayed and Jamaica's Reparation Claim"*

REGION II

St. James Parish Library

Public Education

2006

Exhibition

October 10	Breast Cancer Awareness Month - Parish Library
October 29 – November 4	Library Week - Parish Library and all Branch Libraries
November 1	Dr. Marion Miller *"Education was her Passion"*- Parish Library
November	Local Government Month - Parish Library
November	Parent Month *"Today you Guide…Tomorrow they Lead"*- Parish Library
December 1	World AIDS Day *"Stop AIDS; Keep the Promise Accountability"*- Parish Library, Lottery & Mt. Salem Branch Libraries
December 8	Malaria update - Parish Library

2007

January 14	Earthquake Awareness Week - Parish Library & Mt. Salem Branch Library
February 6	Bob Marley Birth date *"Get up Stand up … Lets Make it Work"*-Parish Library and Cambridge Branch Library
February	Black History Month *"Celebrating Powerful Jamaican Men & Women"*- Parish Library and all Branch Libraries
March 8	International Women's Day ICC World Cup Cricket - Mt. Salem and Cambridge Branch Libraries
March 10	*"Lively up yu Self a fi wi Cricket"*- Parish Library

Promotional Activities

2006
November   Special Story Hour - Parish Library

2007
January 12-29   3 Story Hour Sessions held - Parish Library

February   27 Story Hour Sessions held - Parish Library and all
                            Branch Libraries

March 2-9   2 Story Hour Sessions were done - Parish Library

Class Visit

January – March 15   23 Class Visits were done - All Branch Libraries

School Visit

November 8   1 School Visit done - Content Basic

Infirmary Visit

January 25 &
February 22   2 Infirmary visits were done - St. James Infirmary

Children's Home

January 31   1 Children's home visit was done - Blossom Gardens

Hospital Visit

February 26   1 Hospital visit was done - Cornwall Regional Hospital
                            Children's Ward

**Networking with other
Agencies**

2006

Talk

October 9   Launch of Heritage Week - Parish Library

2006

Exhibition

October 9	Heritage Week *"Celebrating our heritage the strength of our Nation"* - Parish Library

Exhibition

October 15-21	Montego Bay Co-op Credit Union - Parish Library
October 22-28	Jamaica Fire Brigade - Parish Library

Talk

November 1	St. James Parish Council/Junior Mayor Handing over of Books - Parish Library

Exhibition

March 8-9	**OURS** 10th Anniversary Celebration - Parish Library
March 5-17	JCDC Touring Exhibition of Creative Writing for 2006 - Parish Library
March 12	Consumer Affairs Commission - Parish Library

Hanover Parish Library

Public Education

2006

April 5 – 30	Display: Reading Competition, Theme: *"Read Explore & Discover* – Main Library
April 10 – 30	Display: Reading Week, Theme: *"Preventing Prostate & Cervic Cancer"* – Main Library
April 23 – 29	Display: Reading Week, Theme *" Early Intervention the key to Reading Success"*
May 8 – 13	Display: Education Week, Theme: *"Read Across Jamaica, Every Child has a Right"*
May 8 – 31	Display: Child Month, Theme: *Restore the Family, save the Children"*

2006

June	Display: Disaster Preparedness Month, Theme*: "Prepare and prevent Rather than Repair and Repent"* (Main Library, Green Island Branch Library)
July 9 – 15	Display: Environment Awareness Week, Theme: *Preserving our Environment Today for Brighter Tomorrow"*
August 2-31	Display: Emancipation/Independence, Theme: *Together with Dedication we build our Nation"*
September 4-31	Display in honour of the Hon. Louise Bennett Coverley, Theme: Remembering a Great Jamaican Icon"
September 9	Opening of Pictorial on the life & work of Miss Lou.
October 5-26	Display: Heritage Month, Theme: *"Celebrating Our Heritage the Strength of the Nation*" (Main Library and Branches)
October 5	Launch of Heritage Activities – Main Library
October 9-31	Display: Breast Cancer Awareness Month – Theme: *"Every Woman Counts – Mothers, Daughters, Sisters, Friend…the circle of caring Never Ends"*
October 23-28	Display: Public Health Week, Theme *"The Public Health Profession"*
October 24-31	Display: Fire Awareness Week, Theme: *Preventing Fires: Protecting the Environment"* – Main Library.
October 30 – Nov. 4	Display: Library Week, Theme: *"Libraries… Your Launching Pad to the Information Superhighway"* – main Library
November 10-30	Display: Drug Awareness and Prevention, Theme*: "Drug Abuse Prevention, Engaging Communities, Building Relationships"* – Main Library and Green Island Primary.
November 16-30	Display. Parent Week, Theme: *"Parents Today You Lead, Tomorrow You Guide"* – Main Library

2006

Nov. 27 – Dec. 1	Jamaica National Photographic Exhibition, Theme: *Celebrating Youth Excellence* – Main Library, Hopewell and Pondside Branch Library
December 4-30	Display: HIV/AIDS, Theme: *"HIV/AIDS Keep the Promise: Don't Discriminate* – Main Library

2007

January 5	Lecture: Discrimination against persons living with HIV – Main Library and all Branches.
January 16	Display: Earthquake Awareness Week – Main Library
February 1-5	Exhibition & Panel Discussion & Presentation to examine skin Bleaching, Theme: *"Don't kill the skin"* – Main Library Theme: *"Safe Sex – Condom & HIV Test"*
February 6	Display: Bob Marley Day, Theme: **"Our Freedom Journey Honouring Our Ancestors"**
February 12-19	Display: On Safer Sex – Health Dept
Feb. 19 – Mar. 2	Creative Writing Exhibition by JCDC
February 28	Cultural Presentation: Kendal Etu Group,
March 8	International Women's Day, Theme: *" Violence Against Women, It's a serious Thing"*
Mar. 19	Display: World Cup Cricket, Theme: *" Cricket Lovely Cricket"*

Trelawny Parish Library

Public Education
2006

April 18	World Health Day Display
June	*'History of Trelawny'* Exhibition mounted at the Starfish Hotel for the Governor General's visit to the Parish

2006

October   National Heritage Week Exhibition

November   Senior Citizens Week Exhibition

November 5-11   Parents Week Exhibition

2007

February 1-30   Black History Month Exhibition

February 15   MOH/JLS *'Don't Kill Your Skin'* Panel Discussion on
                                 Skin Bleaching

February   Safe Sex Week Display

February 21   *'Food from the Motherland* –Africa' Exhibition booth
                                 mounted at Hague Agricultural Show

March 1- 30   Exhibitions mounted for Cricket World Cup 2007:

                                 'Historical Buildings of Falmouth-Then and Now'

                                 'Sports Personalities of Trelawny'

                                 'Cricket World Cup 2007'

Promotional Activities

2006   National Reading Competition
July 10-28   Summer Programme *'Reading is Fun'*

                                 School Visit

                                 School Visit

                                 School Visit

Oct. 29-Nov. 4   National Library Week '*Libraries: Your Launching Pad to
                                 the Information Superhighway'* Exhibition

October 31   National Library Week -Open Day at Trelawny Parish
                                 Library and Duncans Branch Library

2006

November 1	National Library Week -Visit to Granville Place of Safety
November 3	National Library Week -Story Hour:
	Falmouth Hospital Trelawny Parish Library Clarks Town Branch Library Duncans Branch Library
November 3	Library Talk at Hampden Primary and Infant School

Networking with other Agencies

September 7	Jamaica Cultural Development Commission *'Miss Lou Birthday Bash"*

2007

March	Office of Utilities Regulation (OUR) 10th Anniversary Exhibition
March	Trelawny Health Department *'No Tobacco Day'* Poster Competition Awards Ceremony and Exhibition held at the Parish Library

REGION III

Manchester Parish Library

Public Education

2006

April	The Display "*Celebrating Farmers Month"* was mounted at Bombay Branch Library. Displays highlighting "*The Honourable Portia Simpson Miller*" were mounted at the Parish Library, Huntley/Mt. Prospect and Mile Gully Branch Libraries

2006

May	An exhibition in observance of *Child Month* was mounted at Huntley/Mt. Prospect Branch Library
May 5	An exhibition on "*The Rights of the Child"* was mounted at the Bellefield Branch Library
May 8	The exhibition "*The Child Care and Protection Act"* was mounted by the Children's Services Department and the Adoption Board at the Parish Library
May 16	A Public Forum with the Governor General, Sir Kenneth Hall, on his visit to the Parish of Manchester was held at the Cecil Charlton Hall
May 22-25	*Jamaica Deposit Insurance Corporation (JDIC)* Touring Exhibition was mounted at the Parish Library
May 31	A Talk "*The Prevention and Control of Fire*" was given by District Officer, Livingston Morgan and Sergeant M. Smikle at the Marlie Hill Branch Library
	An exhibition on "*Parenting*" was mounted at Mile Gully Branch Library
June	An exhibition in observance of *Road Safety Month* was mounted at Newport Branch Library
	"*Disasters Do Happen: Be Prepared*" exhibition was mounted in the Junior Department of the Parish Library
	Disaster Preparedness exhibitions were also mounted at Bombay, Huntley/Mt Prospect and Newport Branch Libraries
	The exhibition "*Taking Another Look at HIV/AIDS*" was mounted at Christiana Branch Library
June 5	A book display to highlight *World Environmental Day* was mounted in the Junior department of the Parish Library
June 26	A book display to highlight "*International Day Against Illicit Drugs Trafficking"* was mounted in the Junior department of the Parish Library

2006

June 26-30	***Rotary International Multimedia Exhibition*** was launched and mounted in the Adult Department (Parish Library)
July	***"Hurricane Tips"*** a display was mounted at Mile Gully Branch Library
July 4	The exhibition "***Norman Manley and Independence***" was mounted at Roxborough
	"***Celebrating Norman Manley"*** an exhibition was mounted in the Junior Department, Parish Library
July 17-20	"***Celebrating our Cultural Sporting Heritage"*** an exhibition was mounted at Christiana Branch Library
July 31	The exhibition "***Emancipation and Freedom of the Spirit***" was mounted at the Emancipation Celebration Service, Andrews Memorial Church Hall
August 2 – 31	"***Emancipation and Freedom of the Spirit***" exhibition was mounted at the Parish Library
August 3-11	The exhibition "***Emancipation to Independence"*** was mounted at Newport Branch Library
August 3-16	Exhibition "***The Total Emancipation of the Black Slaves"*** and "***Free at Last"*** were mounted in the Junior Department foyer, Parish Library
August 5-19	The exhibition "***The Emancipation and Independence of Jamaican People"*** was mounted at Christiana Branch Library.
August 17	***"Celebrating Marcus Mosiah Garvey"*** an exhibition was mounted at the Parish Library. Newport Branch Library also mounted an exhibition.
September	A display on ***Miss Lou*** was mounted at Mile Gully
September 18	An exhibition in observance of ***Ozone Day*** was mounted at Newport Branch Library
September 21-	Breastfeeding Week Exhibition: ***"CODE Watch: 25 Years of Protecting*** 29 ***Breastfeeding"*** was mounted at the Parish Library

2006

September 27	The exhibition "***Promoting Tourism in Jamaica***" was mounted at the Parish Library
October 1 – 31	"***Breast Cancer***" an exhibition was mounted at Mile Gully Branch Library
October 11- 23	National Heritage Week Exhibition "***Celebrating the Lives of Marcus Garvey and Sam Sharpe***" was mounted at Huntley/Mt Prospect Branch Library. Exhibitions were also mounted at Bellefield, Christiana, Mile Gully, Newport and Porus Branch Libraries
October 23-27	"***Plan for Two … the Smart Thing to Do***" National Family Planning Week Exhibition mounted at Newport Branch Library.
October 27 –	"***Libraries : Your Launching Pad to the Information Super Highway***".
November 4	Library Week Exhibition was mounted at the Parish Library, Bellefield, Christiana, Huntley/Mt. Prospect, Mile Gully, Newport, and Porus Branch Libraries.
November 1 - 30	An exhibition in observance of ***Parenting Month*** was mounted at Christiana Branch Library
November 6	A Talk on ***Drug Abuse*** was given at Broadleaf Branch Library
November 6-17	"***Greetings from Jamaica***" a postcard exhibition co-sponsored by Ministry of Tourism, Entertainment and Culture and National Library of Jamaica was mounted at the Parish Library
November 18	An exhibition showcasing ***Norman Manley*** was mounted at Manchester Homecoming Banquet at Kendal Camp and Conference Centre
November 21-24	"***Fire Safety: What you Should Know***"*,* a Fire Safety Week Exhibition was mounted at Huntley/Mt. Prospect Branch Library
December 1	***World AIDS Day*** Exhibitions were mounted at Christiana and Porus Branch Libraries
December 1-30	"***Profile on Mary Ewin***" a display highlighting (possibly the oldest person in the world) was mounted at Mile Gully Branch Library

December 11	A talk on *Malaria* was given by Miss Oliviene Cowan at Huntley Branch Library
December 11-30	*"Christmas Around the World"* an exhibition was mounted at Bellefield Branch Library
December 11-30	An exhibition on *Malaria* was mounted at Huntley/Mt. Prospect Branch Library

2007

January 15-20	*Earthquake Awareness Week Exhibitions* were mounted at Christiana, Huntley/Mt. Prospect, Lancaster and Porus Branch Libraries
January 8-19	Jamaica Cultural Development Commission Creative Writing Exhibition "*Write in Time*" was mounted at the Parish Library
January 15-31	A display on *Using the Internet* was mounted at Bellefield Branch Library.
	The following Black History Month Exhibitions were mounted:
February 1-28	"*Marcus Garvey & Malcolm X*" - Newport Branch Library
	"*Unsung Black Heroes of Manchester*" – Mile Gully Branch Library
	Exhibitions on *Bob Marley* were mounted at Bethabara Primary and Junior High – Newport, Bombay, Christiana, Bellefield, and Porus Branch Libraries.
	Other *Black History Month Exhibitions* were mounted at Broadleaf, Cross Keys, Maidstone and Marlie Hill Branch Libraries
February 7	*Poetry Reading* session with Miss Shanique Patterson at Broadleaf Branch Library
February 12-28	An exhibition on *Black Inventors* was mounted at Bellefield Branch Library
February 18	"*Growing and Responsible Living: Sex, Peer Pressure, Personal Hygiene*" a talk given to members of Hasty Good United Club (Mile Gully Branch Library)

2007

February 24	Displays on *Sir Alexander Bustamante* were mounted at Bombay, Lancaster and Newport Branch Libraries
March 1-31	"*Cancer"* exhibition mounted at Porus Branch Library
March 6	A Talk in observance of *Peace Day* was given by Rev. J. Gibson at Broadleaf Branch Library
March 8	Displays in observance of *International Women's Day* were mounted at the Parish Library, Christiana, Mile Gully, and Newport Branch Libraries
March 8	A Talk on "*Puberty"* was given by Nurse Anderson & Midwife Jones at Bellefield Branch Library

Promotional Activities
2006

April 6	A Display on *Jamaica Library Service* was mounted at Manchester 4H Achievement Day, Long Pond Community Centre
April 26	Forty students and two teachers from Sacred Heart Academy toured the Parish Library
May 19	*Reading Session and Video Showing* to shutins at Preddie's Nursing Home Home by staff members at Newport Branch Library
June 1	A Talk "*Who is a Librarian and What a Librarian Does"* was given by Miss Ambrozene Johnson, Librarian to students at Charagape Preparatory School
June 22	Forty-three students and two teachers from Alpha Primary and Infant School visited the Parish Library
September 18	*Reading Session and Video Showing* to shutins at Preddie's Nursing Home by staff members of Newport Branch Library.
October 31	Students from Mandeville Primary & Junior High and Villa Road Primary &Junior High toured the Parish Library on Open Day.
November 10	*Children's Hour* session was conducted at Hanbury Home by Miss D. Johnson, Mesdames C. Smikle and L. Clarke-Jones – Parish Library staff

2006

November 16	***Children's Hour*** session was conducted at New Hope Children's Home by Misses D. Johnson and J. Lawrence – Parish Library staff
November 6	Mrs. L. Foster gave a talk to parents on "***Library Facilities for Young Children"*** at a Parenting Workshop at Mico Care Centre, Ridgemount United Church
November 30	Mr. S. Roberts gave a talk on "***The Value of Reading***" at Woodlawn School of Special Education's reading Bandwagon

2007

January 25	"***The Care of Books***", a talk by Jamaican/Canadian Exchange Student Sam Wallace and Janet Ferguson at Bellefield Branch Library
February 1	Students from Campbell's Castle All Age were conducted on a tour of the Parish Library
February 19	***"The Importance of Reading"*** a talk by Jamaican/Canadian students Sam Wallace and Jane Ferguson at Bellefield Branch Library

Networking with Other Agencies
2006

April	An exhibition in observance of **World Health Day** was mounted at Newport Branch Library
	An exhibition was mounted at Newport Branch Library in observance of **World Red Cross Day**
May 22 -23	Flower Show Exhibition "***The Grand Foliage***" was mounted at the Manchester Horticultural Society's Showground.

2007

January 15-February 2	Earthquake Awareness Week Exhibition ***"Prepare Now, Don't - Wait…Be Ready for Next Earthquake"*** was mounted at the Parish Library in association with the Manchester Disaster Management Committee

2007

March 1	Panel Discussion and Presentation on skin bleaching *"Don't Kill the Skin"* by Ministry of Health in association with Jamaica Library Service was held at the Cecil Charlton Hall	

Clarendon

Public Education
2006

March 8	International Women's Day: *"Violence Against Women: Violence it's a serious Thing, STOP IT!!!*	Main Library
March 22	World Water Day: *"Coping With Water Systems"*	Main Library
March 22-31	World Water Day: *"Coping With Water Scarcity"*	McWhinnie
April 1-31	*"Jamaica's First Female Prime Minister - Portia Simpson-Miller"*	Chapelton
April 4	*"Bird Flu: Get the Facts"*	Main Library
April 18-28	*"How to Make Farming Successful"*	Monymusk
May 1-31	Easter Customs and Celebration under the theme: "What You Know About Easter"	McWhinnie
May 1-31	*"Saluting Our Teachers"*	McWhinnie
May 1-31	*Child Month: "Restoring the Family, Saving Our Children"*	Kellits
May 1-31	Cancer Awareness Month: *"Get the Facts; Cancers are Dangerous"*	Kellits
May 1-31	Child Month: *"Positive Parenting Helps a Child's Development"*	Pennants
May 1-31	World Tourism Day: *"The Impact of Tourism in a Country is Vital to the Country's Development"*	Pennants

2006

May 1-31	Child Month: *"Protecting the Future own Development of Our Young Minds"*	Aenon Town
May 7 – 13	Education Week: *"Promoting Responsible Citizenship Through Education"*	Kellits
May 15-31	Child Month: *"Children Live what they Learn"*	Monymusk
May 18	Talk: *"Crime"*	Main Library
June 1-31	Disaster Preparedness Month: "*Prepare and Prevent, Rather than Repair and Repent"*	Kellits
June 1-3	Disaster Preparedness Month: *"Prepare and Prevent, Rather than Repair and Repent"*	Aenon Town
June 8-30	Hurricane Season: *"Be Prepared"*	McWhinnie
July 1	*"June 1- November 30 is Hurricane Season: Are Your Prepared?"*	Monymusk
July 3- 31	Norman Manley: *"The Life and Achievement of a Great Jamaican"*	McWhinnie
July 3-13	Hurricane Seasons: **"The Hurricane Seasonis Here, Be Prepared***."*	Lionel Town
July 17-31	Drug Abuse: *"Don't Get Caught"*	James Hill
July 31 – August 15	Emancipation Day: *"Sir Alexander Bustamante"*	James Hill
August 1-31	*"Emancipation Day"*	Aenon Town
Aug. 1- Sept. 30	*"Before and After Independence"*	McWhinnie
Aug. 1-Sept. 30	*"Enriches Individual Families Communities and the World"*	McWhinnie

2006

August 17	*"Celebrating the 119th Anniversary of The Birth of the Most Honourable Marcus Mosiah Garvey"*	Main Library
September 1-30	*"Science and Technology Month"*	Aenon Town
September 6-8	*"Reflection on the Life of Miss Lou"*	Monymusk
September 11-29	Disaster Preparedness: *"Hurricane Be Prepared"*	James Hill
October 1-30	Heritage Week **"Honour the Past, Focus on the Future"**	Aenon Town
October 1-30	Breast Cancer Awareness Month: *"Breast Cancer Awareness for Women And Men Who Love Themselves"*	Frankfield
October 1-31	Breast Cancer Awareness Month: *"Early Detection is the Key"*	Kellits
October 2-31	*"The Men and Women Who Fought For Our Freedom"*	McWhinnie
October 2-31	National Heroes Month: **"Let Us Honour Our Heroes"**	Lionel Town
October 2-31	Cancer Awareness Month: *"Breast Cancer* **is a Killer, Get Tested"**	Lionel Town
October 2-13	Out National Heroes: **"George William Gordon, We Salute You"**	James Hill
October 9-11	National Heritage Week: *"Reflecting on Our Past"*	Pennants
October 9-11	Display*-"Relics of Our Past"*	Pennants
October 9-11	Heritage Week	Spalding
October 12-25	Heritage Week: **"Celebrating Our Heritage, the Strength of Our Nation"**	Frankfield

2006

October 9 – 16	Heritage Week: **"Saluting Our Heroes"**	Kellits
October 9-16	*"Remembering Our National Heroes"*	Monymusk
October 13	National Heritage Week: *"Celebrating Our Heritage: The Strength of Our Nation"*	Main Library
October 18-31	Breast Cancer Awareness Week: *"Early Detection Equals Longer Lives"*	Pennants
October 30	*"Celebrating Our Heritage the Strength of Our Nation"*	Chapelton
October 30- Nov. 11	Library Week: *"Highlights on the Monymusk Branch Library"*	Monymusk
November 1-30	Drug Awareness Month: *"What You Should Know About Drugs"*	McWhinnie
November 1-30	Drug Abuse Awareness Month: *"Abusing Drugs Has Harmful Effects"*	Kellits
November 1-30	Parents Month: *"Better Parenting – Better Children"*	Kellits
November 1-30	Parents: *"Today You Guide Tomorrow They Lead"*	Chapelton
November 8	Parents Month: *"Parents, Today You Guide…. Tomorrow They Lead"*	Main Library
November 13-30	Parent Month: *"Good Parenting Helps to Make Better Families"*	Pennants
November 13-24	Drug Awareness: *"Stay Cool, Stay Clean"*	James Hill
November 20	Universal Children's Rights Day *"The Law, Abuse, and Responsible Parenting"*	Main Library
December 1	World AIDS Day *"STOP AIDS….. Keep….the Promise Get Tested"*	Main Library

2006

December 1	World AIDS Day: *"Do You Know Your HIV/AIDS Status?"*	Kellits
December 1	World AIDS Day: *"Ignore the Stigma, Live Healthy Protect Yourselves"*	Pennants
December 1- 30	*"Christmas Celebration in Jamaica"*	McWhinnie
December 1-30	Earthquake Awareness: *"Earthquake and the Impact They Have on Society"*	McWhinnie
December 1-30	Bob Marley's Birthday: *"Happy Birthday Bob Marley"*	McWhinnie
December 7	*"Malaria Alert"*	Main Library
December 12-22	Malaria: *"Keep Your Surrounding Clean"*	James Hill
December 14	*"History" (Martin Luther King)*	Frankfield
December 14-29	Christmas Celebration: *"Christmas in Jamaica Then and Now"*	Frankfield

2007

January 1-31	*"Remembering Charles Hyatt"*	Chapelton
January 1-31	"*Let's Help Prevent Malaria.*	Chapelton
January 12	*"Remembering Charles Hyatt February 14, 1931 – January 1, 2007"*	Main Library
January 14 – 20	Earthquake Awareness Week: *"Important Facts About Earthquakes"*	Kellits
January 15-19	*"Important, Safety Information about Earthquake"*	Monymusk
February 1 – 28	Black History Month: *"Caribbean Football at Its Best, West Indies Cricket at its Best"*	Main Library
February 1- 28	"Black History Month: *"Persons Who Contributed to Our Emancipation"*	Chapelton

2007

February 1-28	Black History Month: *"Caribbean Sports Heroes – A Look at Courtney Walsh and Donald Quarrie"*	Kellits
February 1-28	Bob Marley Birthday: *"Marley's Contribution to Jamaican Music"*	Kellits
February 1-28	Black History Month: *"Meet Two Outstanding Jamaicans"*	Lionel Town
February 1-28	Heart Month: *"Protect your Heart Get Rid of Stress"*	Lionel Town
February 1-28	*"Black History Month"*	Spalding
February 15-28	*"Celebrating Our Sporting Hero – Asafa Powell"*	Frankfield
February 11 – 17	Safe Sex Week: *"Safe Sex + Good Sex = Condom Plus Test"*	Kellits
February 14	Safe Sex Week: *"My Programme is Virus Protected"*	Mcwhinnie
February 19-28	"Our People and Their Past"	Monymusk
February 22	*"Skin Bleaching, the Rejection of Blackness"*	Main Library
March 1-31	Safe Sex Month: *"Protect Yourself from Sexual Diseases"*	Lionel Town
March 1-31	Dental Health Care: **"Cleaning Your Teeth Regularly is Protecting Your Health"**	Lionel Town
March 1-31	Celebrating Consumer Rights: *"Every Consumer Has a Right to be Heard"*	Lionel Town
March 1-31	*"Eat Right Smile Bright"*	Spalding
March 5 – 12	International Women's Week: *"Violence Against Women – It's a Serious Thing, STOP IT"*	Kellits

2007

March 8	International Women's Day: **"Violence Against Women: Violence it's a serious thing, STOP IT!!!**	Main Library
March 8	World Water Day: *"Coping with Water Scarcity"*	Frankfield
March 8- 31	Profile on Portia Simpson-Miller: *"First Female Prime Minister of Jamaica"*	McWhinnie
March 12-16	*"Violence Against Women: A Serious Thing. STOP IT !!"*	Chapelton
March 22	World Water Day: *"Coping with Water Systems"*	Main Library
March 22	World Water Day: *"Water Scarcity"*	Chapelton
March 22	World Water Day: *"The Effects of Water Scarcity on Society"*	
March 22	World Water Day: *"The Effects of Water Scarcity on Society"*	Kellits
March 22-30	*"Coping with Water Scarcity"*	Monymusk

Promotional Activities

2006

April 1-31	*"The Importance of Reading to Your Children"*	Chapelton
April 23-29	Reading Week: *"Read Today for a Better Tomorrow"*	Kellits
April 24-29	Reading Week: *"Early Intervention – Key to Reading Success"*	Main Library
May 1-31	Reading Week: *"Read the Facts by Exploring Books"*	Pennants

2006

May 9	Read Across Jamaica Day Talk: **"The** *Importance of Reading"*	Main Library
June	*"DISASTER PREPAREDNESS"*	Chapelton
July 14 – 31	Summer Programme: *"People in Uniform: Dedicated to Serve"*	Chapelton
July 17 – 29	Summer Programme: *"People in Uniform, Dedicated to Serve"*	Kellits
July 10 -28	Summer Programme: *"People in Uniform Dedicated to Serve"*	Main Library
July 17-28	Summer Programme: *"People in Uniform* **Dedicated to Serve"**	Aenon Town
October 28	Library Week *"Libraries Your Launching Pad to the Information Super Highway"*	Main Library
October 29 – Nov. 4	Library Week*: "Libraries: Your Launching Pad to Information Super Highway"*	Kellits
October 31	Library Week - Talk *"The Importance of Reading and How to Care for Books''*	Main Library
November 1-12	Library Week: *"Library Resources"*	Pennants
November 2	Library Week -Talk *"The Importance of Reading and How to Care for Books"*	Main Library
November 4	Library Week: **"Library the** *Storehouse of Information"*	Lionel Town
November 6	Library Week *"The Importance of Libraries"*	Main Library
November 14	Talk *"The Importance of Reading"*	Main Library

Networking with Other Agencies

2006

| September 8 | *"Tribute to a Cultural Icon – Mrs. Louise Simone Bennett – Coverley"* (In association Social Development Commission) | Main Library |

2007

| March 14 | 4-H club Parish Achievement Day: *"Transforming Jamaica through Youth Development"* | Main Library |

REGION IV

St. Ann

Library Promotion

Reading Week Activities

2006

| April | Book Display – St. Ann Parish Library |

| April 25 | Reading session at Cee Tee Basic School |

| April 27 | Story Reading at Sunshine Basic School, Priory |

| April '06 - March '07 | Slow readers classes were held twice per week at Mt. Zion with Grades 5 & 6 students |

| | Story Hour activities continued on a regular weekly basis at Watt Town, Mt. Zion, St. D'Acre, Discovery Bay and Bamboo |

| May 09 | To mark *"Read Across Jamaica Day"* reading sessions were conducted at the Lillyfield Basic, Ebenezer Basic, Bamboo Basic and Beezer Basic Schools. |

| May 09 | To mark *"Read Across Jamaica Day"* reading sessions were conducted at Bamboo All-Age School, Grade 6. |

| May 09 | Exhibition *"Reading the gateway to a better life"* mounted to support special parents/students gathering at the St Ann's Bay Primary School |

2006

July – Aug 31	Reading Competition Activities.
July 10 – Aug 18	Summer Programme for the youths held at all thirteen service points.
August 18	Reading Competition Motorcade from Claremont across to Brown's Town via Bamboo.
Sept 14	Library Display at Senior Citizen's Expo at Circle B Farms, St Ann.
Sept. 29	Visit to Chalky Hill Primary School re Library promotional presentation
Oct. 06	Visit to the Parish Library from Bright Beginners Kindergarten
Oct. 12	Class visits from Ebenezer Basic, Lydford Community Basic School, Brown's Town Preparatory, Miracle Tabernacle Basic Schools
Oct. 24	Class visit to the Parish Library from Edgehill School of Special Education

Library Week Activities

Theme: *"Libraries: Your Launching Pad to the Information Superhighway"*
2006

Oct. 30	Visit to Watt Town All Age School
Oct. 30	Book Display – Parish Library
Oct. 31	Visit to Steer Town Primary & Junior High School
Nov.	Book Display to mark Parent Month – Claremont Branch Library
Nov. 6 – 30	Exhibition to mark Drug Awareness Week - Claremont Branch Library
Nov. 02	Participation in forum on School Libraries – Jamaica Conference Centre
Nov. 03	Visit to Runaway Bay All Age School – Grade 5

2007

Jan. 16   Students from Exchange All Age visited the Parish Library

Feb. 1   Students from Marjam Preparatory School, Ocho Rios visited

                            Visit to Linton Park Basic School

Feb.   Book display to mark *'Black History Month'* – Claremont Branch
                            Library

Jan. 12 – Feb. 9   Exhibition to mark *Earthquake Awareness Week*
                            - Claremont Branch Library

Public Education

2006

April 4   Exhibition *"Places and Plants to know"* and book display held at
                            4-H Achievement Day at the Discovery Bay All-Age School

April 21   Exhibition *"World Book & Copyright Day"*

May 8   Exhibition *"Places & Personalities of St Ann"* mounted to
                            coincide with the visit of the Governor General, Professor Kenneth
                            Hall to the parish

May 11 – 31   Exhibition *"Restore the family: Save our Children"* mounted to
                            mark Child Month

May 25- July 10   Exhibition on World Cup Football

July 26   Presentation on the Charter of Rights *"Your rights: My rights"*.
                            Presenter Dr Lloyd Barnet, OJ., President, the Jamaica Council on
                            Human Rights

August 17-Sept 30   Exhibition *"Marcus Garvey – National Hero – Dates with
                            destiny"*

Oct. 09 – 16   Exhibition to mark National Heritage Week

Oct. 11   Exhibition and book display to mark National Heritage Week
                            celebrations – Seville Great House, St. Ann's Bay

Oct. 11   Exhibition *"Jamaica Library Service supports Lifelong
                            Learning"*
                            - HEART/NTA Conference, Jamaica Grande

2006

Dec. 11 – 31	Exhibition "Malaria: staging a comeback?" - Parish Library
Dec. 14	Film presentation and discussion *"Life and Debt"* - Parish Library

2007

Jan. 15	Parenting presentation at the Ebenezer Methodist Basic School Parent/Teachers Meeting. Film *"Cherished Moments"* was shown
Jan. 31	Parenting presentation at the Mt. Zion Methodist Church Hall, Mt. Zion. Main feature: Film presentation *"Cherished Moments"*
Feb. 15 – Mar. 6	Exhibition *"The Great Kings and Queens of Africa"* – Parish Library
Feb. 28	Black History Month presentation *"The Cessation of the Slave Trade: from Cane Fields to the Great House"* Presenter: Mr. Raymon Treasure
Feb. 28 – Mar. 31	Exhibition *"Proud to be Black"* - Parish Library and Brown's Town Branch Library
March 6	Visit to the Linton Park Basic School. Presentation on *"PEACE"* Done to mark Peace Day.
March 6	Visits to three shut-ins. Stories were read.
March 14	Video presentation *"Cherished Moments"* and Man Talk at Hill Top Juvenile Correctional Centre, Bamboo <u>Resource persons</u>: Mr. Keith Morris, retired Principal Carl Rattray Training Centre; Miss Cynthia Graham, past President of Soroptimist International of Northern Jamaica and Miss Marjorie Rutherford, Senior Librarian

Networking

2006

May 25 – 29	Exhibition to mark the 30th Anniversary of the Senior Association in St. Ann

2006

May 22	Soroptimist International of Northern Jamaica in association with the St Ann Parish Library hosted a presentation on *"Cherished Moments"*. This includes showing of docudrama and public discussion on parenting – Watt Town Branch.
May 30	Docudrama and Public discussion Parenting in association with Soroptimist International of Northern Jamaica – Parish Library
June 17 – July 17	Exhibition on the religion *"Bahai"* – Parish Library
July 6	Exhibition *"East to West"* featuring the East Indian in Jamaica mounted by the Institute of Jamaica.
June 29	Film *"Cherished Moments"* and public forum in association with Soroptimist International of Northern Jamaica – Linton Park
July 30	Jamaica National Heritage Trust in association with the St Ann Parish Library Emancipation symposium at Lawrence Park, St Ann's Bay. Theme: *"Sounds of Freedom"*
Sept. 7	Exhibition *"Louise Bennett: Cultural Icon"* – Parish Library
Sept. 7	Concert and Panel Discussion celebrating the birthday anniversary of the Hon. Louise Bennett-Coverly – co-sponsored by JCDC
Oct. 16	Participation in National Heroes Day Celebration at Lawrence Park, St. Ann's Bay
Oct. 23 - 28	Exhibition "*Preventing fire: protecting the environment"* to mark Fire Safety Week – mounted by the St. Ann Fire Department - Brown's Town & Parish Library
Nov. 29	Drug Abuse Secretariat Public Speaking Competition - Parish Library
Nov. 30	Senior Citizens Graduation for St. Ann Parish Library Computer Training held at the Seventh Day Adventist Church, Brown's Town
Dec. 01	Exhibition to mark Disabilities Week mounted by Edgehill School of Special Education - Parish Library
Dec. 01 - 12	Prize-giving presentation to mark World AIDS Day by FAMPLAN – Parish Library

2006

Dec. 01 – 29	Exhibition to mark World AIDS Day by FAMPLAN - Parish Library
Dec. 05	Participation in National Volunteer Day activities at Lawrence Park, St. Ann's Bay

2007

Jan. 8-12.	Jamaica National Building Society photographic exhibition
Jan. 24	Special Outreach Programme to citizens of Grant's Bailey. The library in association with Soroptimist International of Northern Jamaica hosted: medical services, story-telling for children and Parenting presentation and give-a-ways. Also video presentation "Cherished Moments." Resource persons: Dr. Peter Scarlett, Nurse B. Braham, Miss Cynthia Graham, Past President Soroptimist International of Northern Jamaica
Feb. 2 - 8	Office of Utilities Regulations (OUR) exhibition at the Parish Library
Feb. 12 – 18	Exhibition *"Foster Care Recognition Week"* mounted by the Child Development Agency – Parish Library
March 8	Jamaica Library Service in association with the Ministry of Health discussion *"Don't kill your Skin"* – St. Hilda's High School Auditorium, Brown's Town

Culture

2006

May 5	Exhibition on *"Places in St Ann"* to mark Encounter Day at Seville Great House, St Ann's Bay
May 31	Ocho Rios Branch Library Performing Arts Committee Annual School Drama Festival at the Anglican Church Hall, Ocho Rios
June 9 – July 10	World Cup Football 2006 – Daily viewing
Oct. 19	Senior Citizens Exhibition & Cultural Expo - St. D'Acre Branch Library
Nov.	Ocho Rios Branch Library Art Sub-Committee 12 Annual Young Artist of the Year Competition

2006

Nov. 22	Ocho Rios Branch Library 15th Public Speaking Competition at the Anglican Church Hall, Ocho Rios

2007

Jan. 28	Ocho Rios Branch Library Art Sub-Committee Young Artist of the Year Prize-giving at Hibiscus Lodge, Ocho Rios
Jan. 29 – Feb	Exhibition of entries in the Ocho Rios Branch Library Young Artist of the Year Competition at the Parish Library
Feb. 6	Book Display and talk on the Hon. Nesta Marley at the Ocho Rios High School
March	Exhibition *"Welcome to World Cup Corner 2007"* - Parish Library

St. Mary

Public Education

2006

May	Child Month Display*: "Child's Rights and Responsibilities"* Highgate Branch Library
May 5	4th Annual Tacky Day Celebrations and Exhibition –Parish Library
August 9	*"Parts of a Book Display"*– Parish Library
August 9	*"For Your Information"* Notice Board with weekly updates Parish Library
Sept. 18, 25	Counseling Sessions – Woodpark Branch Library
Oct. 1 -31	Breast Cancer Awareness – Theme*: "Breast Cancer: Women at Real Risk"* – Parish Library
Oct. 2	Lecture *– "Understanding Your Sexuality"* – Wood Park Branch Library

2006

Oct. 15 -21	Heritage Week *"Celebrating Our Nation: the Strength of Our Heritage"*– Parish Library, Highgate, Annotto Bay, Richmond Branch Libraries
Oct. 23	Rap Session on *"Nutrition – Anemia"* - Castleton Branch Library
Oct. 23- 28	Fire Safety Awareness Week Exhibition and Open days: *"Preventing Fires: Protecting the Environment"* – Parish Library, Annotto Bay, Camberwell, Oracabessa Branch Libraries
October 26	Breast Cancer Awareness Lecture – Highgate Branch Library
November	Parent's Month Display – Theme: *"Parents: Today You Guide…Tomorrow They Lead"* – Parish Library
December	*"AIDS in Jamaica"* Display – Parish Library
December 4	World AIDS Day Display - Theme*: "Stop AIDS: Keep the Promise: Get Tested"* – Parish Library
December 8	Public Education Session About Drugs - Camberwell Branch Library

2007

Jan. 14 – 21	Earthquake Awareness Week Display: *"Prepare Now, Don't Wait; Be Ready for the Next Earthquake"*– Parish Library
February	Black History Month –Theme: *"Say It Loud, I'm Black and I'm Proud"* – Parish Library
March 6 - 31	Cricket World Cup 2007 Display – Parish Library

Promotional Activities
2006/2007

Apr. – Mar.	*Have You Read These?* New Books Display – Parish Library and Branches
Apr. – Mar.	Story Hour Sessions, Class Visits, Library Visits, Production and distribution of informative bookmarkers and brochures
Apr. – Mar.	Senior Citizen Computer Training – Parish Library and Highgate Branch Library

2006

April 23-29	Reading Week Display: *"Early Intervention Key to Reading Success"*– Parish Library and Annotto Bay Branch Library
May **–** Aug.	National Reading Competition for adults and children - Roshaun Thompson, parish champion was also the National Champion in the 6-8 category
July 10 – 28	Summer Programme: *"Education: Culture"* - Parish Library and 10 branches
July 28	Reading Competition Motorcade – High gate to Port Maria
August-Oct.	Summer Programme Craft Displays – Highgate, Gayle, Richmond Branch Libraries
Oct. 29 – Nov. 4	Library Week Display – Theme: *"Libraries: Your Launching Pad to the Information Superhighway"* – Parish Library, Highgate, Annotto Bay, Richmond, Oracabessa, Wood Park and Retreat Branch Libraries
December 21	Christmas Fair & Children Treat – Parish Library

Networking with other Agencies

April 11	4H Achievement Day Display at St. Mary High School
May 17	National Council for Senior Citizens (St. Mary Chapter) Art and Craft Display at the St. Mary Parish Library. A concert was also hosted by the Parish Library.
Sept. 4 – 9	Miss Lou Celebration in collaboration with JCDC
September 7	Miss Lou Celebration Concert in collaboration with JCDC

2007

February 6 – 7	OUR Anniversary Display – Parish Library
Feb. 11 -17	Foster Care Recognition week-Parish Library (Display mounted by the CDA) – Parish Library
March 15	Skin Bleaching Forum with The Ministry of Health: *"Don't Kill Your Skin"* – Parish Library

REGION V

Portland Parish Library

Public Education

2006

April 12	**Brochure:** *"How to Study"*
April 12 – 29	Display: **"National Cancer Control Month"** at Manchioneal B/L
April 22	Display: *World Book & Copy Right Day* mounted at Parish Library and Buff Bay Branch Library
April 23 - 29	Display: *"Early Intervention – Key to Reading Success "* to observe Reading Week, mounted at the Parish Library, Buff Bay, Hector's River, Hope Bay, Long Bay, Manchioneal and Mt. Pleasant Branch Libraries
April 23 – 29	*Administrative and Professionals* **Week** display at Parish Library
April 24	Bookmark *"Reading quotes"* in observance of Reading Week
May 1- 31	Child Month display *"Restore the family...save our children"* at the Parish Library, Buff Bay and Hector's River Branch Libraries Brochure: In recognition of Child Month
May 2	Display mounted to mark the visit of His Excellency the Most Honourable Kenneth Hall to the Parish Library
May 9	Europe Day display *"Celebrating 56 years of European Unity"* at Manchioneal Branch Library
May 10	Teachers Day display at Hope Bay B/L and Hector's River Branch Library

May 12	International Nurses Day display *"Safe staffing saves lives"* at Buff Bay Branch Library
May 15	Booklist on *"Gardening"*
May 29	Panel Discussion: *"Violence in Schools"* at Buff Bay Branch Library
June 1-30	Exhibition: *"Prepare and prevent...rather than repair and repent"* to mark Disaster Preparedness Month at the Parish Library, Buff Bay, Hector's River, Hope Bay, Long Bay, Manchioneal and Mt. Pleasant Branch Libraries
June 16-30	Display mounted to mark Road Safety Month at Long Bay and Hector's River Branch Libraries
July 2- 9	Display mounted to mark Titchfield 220th Anniversary
July 4	CARICOM Day display at Buff Bay Branch Library
August 8	Exhibition: To celebrate the life of Louise Bennett**,** mounted at Parish Library, Hope Bay and Long Bay Branch Libraries
September 6	Science display *"The Eye"* at the Parish Library (Junior Department)
September 8	International Literacy Day display *"Literacy, the path out of poverty"* at Parish Library and Buff Bay Branch Library
September 8	For Your Information (Weekly Updates) *"Ozone Depleting Sterilants"* & *"Victim Support Programme"* at the Parish Library
October 3	International Marlin Tournament display at the Parish Library
October 10	World Mental Health Day display *"Building Awareness - Reducing Risk: Mental Illness and Suicide"* at the Parish Library and Buff Bay Branch Library

2006

October 10 -17	National Heritage Week *"Celebrating Our Heritage, the Strength of Our Nation"* at the Parish Library (Adult & Junior), Buff Bay, Hector's River, Hope Bay, Long Bay, Manchioneal and Mt. Pleasant Branch Libraries
October 18	Breast Cancer Awareness Month display *"Every Woman Counts – Mothers, Daughters, Sisters, Friends… The Circle of Caring Never Ends"* at the Parish Library, Hector's River, Hope Bay, Long Bay and Manchioneal Branch Libraries
October 22-28	Family Planning Week display *"Plan for 2…It's the Smart Thing to Do"* at Long Bay Branch Library
	Brochure on Family Planning
October 22-28	Fire Safety Awareness *Week "Preventing Fires - Protecting our Environment"* at Parish Library, Buff Bay, Hope Bay, Long Bay Branch Libraries
November 6	National Library Week display "**Libraries: Portals for E-Literacy**" at the Parish Library, Buff Bay, Hope Bay, Long Bay & Manchioneal Branch Libraries
November 1-30	Parents Month display *"Parents: Today You Guide……. Tomorrow They Lead"* at Buff Bay, Hope Bay and Long Bay Branch Libraries
November 1-30	Drug Awareness exhibition *"Helping to 'Kick' the Habit"* at the Parish Library (Junior & Adult) Buff Bay, Hope Bay and Long Bay Branch Libraries
November 1- 30	Display mounted to observe Youth Month *"Reinforcing Values to Create Changes"* at Long Bay Branch Library
November 14-20	Diabetes Awareness Week display *"Until there is Cure, Let's Give the Care"* at the Parish Library, Buff Bay and Long Bay Branch Libraries

2006

December 1	World AIDS Day display *"Stop AIDS, Keep the Promise"* at the Parish Library (Adult & Junior), Buff Bay, Hope Bay and Long Bay Branch Libraries & Claudia Williams Life Centre Display (Port Antonio). In support of Portland AIDS Association 7th Annual World AIDS Day activities.
December 3	Display: International Day for the Disabled *"E-accessibility"* mounted at Hope Bay and Long Bay Branch Libraries
December 10	Display: Human Rights Day *"Fighting Poverty: A Matter of Obligation, Not Charity"* at Hector's River Branch Library

2007

January 14 – 20	Earthquake Awareness Week Display *"Prepare Now! Don't Wait… Be Ready for the Next Earthquake"* at the Parish Library (Adult & Junior), Buff Bay, Hector's River, Hope Bay, Long Bay, Manchioneal and Mt. Pleasant Branch Libraries
January 24	Public Lecture at the Parish Library on *Earthquake Awareness*, presented by Denise Lewis, Parish Coordinator at ODEPM to an audience of students, teachers and patrons
February 1 – 28	Black History Month *displays "From Slavery to Freedom"* at the Parish Library (Adult & Junior), and six Branch Libraries
February 2- 9	Display on *"Wetlands"* at Manchioneal Branch Library
February 5	Brochure: *"Drums"* (in commemoration of Black History Month)
February 5 – 9	Exhibition: Bob Marley Week *"Get Up Stand Up, Let's Make It Work"* **at Parish Library** (Adult & Junior), Buff Bay and Hope Bay Branch Libraries
February 11 – 17	Safer Sex Week display *"Work It Right Everytime: Use A Condom"* at the Parish Library, Buff Bay, Hector's River, Hope Bay and Long Bay Branch Libraries

2007

February 17	Public Lecture on *"Abolition of Slavery in the Caribbean"* held on at Long Bay Branch Library Presenter: Claudia Williams, Former Principal of Drapers A/A School
March 1 – 31	Peace Month displays *"No Violence, Jus' Bat for Peace"* at the Parish Library (Junior & Adult) and six Branch Libraries
March 3	Brochures: *"The Dilemma of Skin Bleaching"* & *"The Skin"*
March 5	ICC World Cup Cricket display at Parish Library (Junior & Adult), Hope Bay & Long Bay Branch Libraries
March 8	International Women's Day display *"Violence Against Women Is A Serious Thing, STOP IT NOW!"* at the Parish Library, Hector's River, Hope Bay, Long Bay and Manchioneal Branch Libraries
March 15	Display: World Consumer Rights Day *"Unethical Drug Promotion"* at the Parish Library & Buff Bay Branch Library
March 15	Public Lecture: *"The Role of Caribbean Women in the Abolition of Slavery"* **Presenter:** Professor Verene Shepherd, UWI
March 19	Exhibition: *Replica of the Transatlantic Trade Route in support of activities to mark the Bicentenary of the Transatlantic Trade in Africans* at the Parish Library
March 22	Panel discussion: *"The Dilemma of Skin Bleaching"* with presenters from the Ministry of Health, held at the Parish Library

Promotional Activities

2006

April - December	Weekly story hour sessions held at the Parish Library and six Branch Libraries

2006

April 5	School visit: Library Assistant from Manchioneal Branch Library visited Reach All Age to demonstrate the the designing of woollen toys
April 12	Brochures: *"Librarianship as a Career"* & *"Career Choices for Today's World"*
April 12	Exhibition: Mounted at the Portland 4-H Club Expo at College of Agriculture, Science and Education
May – June	Class visit: Guidance Counsellor at Manchioneal All Age held five Career workshops at the Manchioneal Branch Library
May 5 & 9	Class visits: Salvation Army Basic School visited the Parish Library for library tour and story telling
May 8 – July 14	Annual Reading Competition *"Read, Explore And Discover"* at Parish Library and six Branch Libraries.
May 9	Mobile library visited Fellowship Primary & Junior High School for *"Read Across Jamaica Day"*
May 12	School visit: Church of God of prophecy Day Care Centre
May 14	Talk on *"Families and the importance of obeying parents and teachers"* at Rural Hill Primary done by the Library Assistant, Long Bay Branch Library.
May 26	Class visit from Jack and Jill Basic to the Parish Library, *Find -A- Word* **Puzzle** created for students
June 1	Class visit: Manchioneal All Age (Grade 2) and Guidance Counsellor at Manchioneal Branch library
June 2	School visit: Seaside Primary
June 12	School visit: Rural Hill Primary
July 10 – 28	Summer Programme *"Summer Fun 2006, Come mix, clean-up and fix"* held at Parish Library and six Branch Libraries

2006

July 22	Motorcade showcasing Reading Competition Parish champions
July 28	Exhibition: Art and Craft, Creative writing, done by participants of all service points for the Summer Programme
September 8	Story hour discussion *"Why You Should Read"* at Long Bay Branch Library in recognition of International Literacy Day
September 8	Class visit: Students from Manchioneal All Age were introduced to the library's collection and the parts of a book
September 22	Display: *"Promoting Lifelong Learning"* mounted at JASPEV Fair held in Buff Bay
October 29-November 4	Library Week exhibition at the Parish Library and six Branch Libraries *"Libraries: Your Launching pad to the Information Highway"*
October 31	Open Day at the Parish Library to mark Library Week – four schools visited
October 31	Junior Library displays: *"How to Complete a Research"* & *"Importance of Reading"*
	Brochure: *"Library Catalogue"* in recognition of Library Week
November 30	Exhibition at Manchioneal All Age School *"Stakeholders in Partnership for Literacy Improvement"*
December 15	Children's treat at the Parish Library, Branch Libraries and Port Antonio Hospital Children's Ward

2007

January 22 – March 30	Basic Computer training for senior citizens at Parish Library

2007

January 31	Grade 6 students and teacher from Sherwood Forest All Age visited the Parish Library
February 1	Class visit of sixty students and four teachers from Bethesda Basic to the Parish Library
February 14	Class visit from Rock All Primary to the Parish Library
March 1	Visit to Skibo Primary in recognition of Jamaica Day Displays mounted on *Traditional Foods and Music* and **Health Watch**

Networking with Other Agencies

2006

April – December	Monthly Meetings by Red Cross Society at Mount Pleasant Branch Library Monthly Meetings by Port Antonio Garden Club at the Parish Library Monthly Seminars by Noni Wellness Seminar hosted by Tahitian Noni Group at the Parish Library
May 15	*Portland Garden Club exhibition celebrating 36th Anniversary at the Parish Library*
May 16 – June	Portland Garden Club displays *"Plant of the Week"* (Weekly updates)
June 24	**Bahai Faith display at the Parish Library**
July 5	Long Bay Citizen Association Public Lecture at Long Bay Branch Library *"Our Culture"* as part of Citizens Homecoming Celebrations
September 8	Jamaica Cultural Development Commission's tribute to Louise Bennett in commemoration of her birthday
October 13	Jamaica Cultural Development Commission exhibition *"Celebrating Our Heritage, the Strength of Our Nation"* focusing on Maroon artifacts held at the Parish Library.

2006

October 13	**Portland Health Department display** *"Our Nation's Health Begins With Me"* **at the Parish Library**
October 22 -28	Portland Fire Brigade Awareness Week display
October 23	Public Health Inspectors Week display at the Parish Library
November 2	Portland Cooperative Credit Union Debate at Parish Library *Moot: It is imperative that Credit Union Board members receive a salary* (Titchfield High and Port Antonio High)

2007

January –March	Monthly Meetings by Red Cross Society at Mount Pleasant Branch Library
January –March	Monthly Meetings by Port Antonio Garden Club at the Parish Library
January –March	Monthly Seminars by Noni Wellness Seminar hosted by Tahitian Noni Group at the Parish Library
January 24	Office of Utilities and Regulation exhibition and discussion at Parish Library
February	Jamaica National Building Society Photography Competition at the Parish Library *"Youth Zoom"*
February 9	National Schools Debates at the Parish Library *Moot:* **"Cigarette Advertisement Should be Banned"** (Titchfield High, Happy Grove High, Fair Prospect and Port Antonio High)
January 20, 27**,** February 3, 10 17, & 24	Weekly workshops held at Long Bay Branch Library by the Long Bay Citizens Association and the Street Gala Association

St. Thomas Parish Library

Public Education

Exhibition / Display / Lecture / Educational Session / Presentations

2006

April 22	Display: ***Earth Day*** – Heartease Branch Library
May 2	Exhibition: Highlights of St. Thomas for Governor General's Visit to the Parish – Main Library
May 6-31	Display: ***Child Month*** – Heartease, Seaforth and Yallahs Branch Libraries
May 17	Display: ***World Telecommunications Day*** – Heartease Branch Library
May 18	Lecture: ***Child Welfare by Victim Support Unit*** – Yallahs Branch Library
June 1	Display: ***World No Tobacco Day*** – Main Library
June 1-16	Display: ***Disaster Preparedness Month*** – Yallahs, Heartease and Seaforth Branch Libraries
June 5	Exhibition: JCDC Creative Writing Exhibition – Main Library
July 10-31	Educational Sessions held during Summer Programme 2006 **Personal Hygiene:** St. Thomas Health Department **Road/Personal Safety:** St. Thomas Police Department **Fire Safety/Awareness:** St. Thomas Fire Department **Drug Awareness:** NCDA, St. Thomas **Peer Counselling:** Victim Support Unit
September 8	Display: ***World Literacy Day*** – Heartease Branch Library
September 22	Exhibition: Hon. Louise Bennett-Coverly – Main Library
October	Display: ***National Heritage Week*** – Seaforth, Yallahs and Heartease Branch Libraries
October 9-13	Display: ***World Post Week*** – Seaforth Branch Library
October 10	Display: ***Mental Health Week*** – Main Library

2006

October 25	Display: Fire Safety Awareness Week Theme: ***"Preventing fires: Protecting the environment"*** - Main Library and Heartease Branch Library
November	Display: ***Breast Cancer Awareness Month*** – Heartease and Yallahs Branch Libraries
Nov. 1-30	Display: ***Parents Month*** – Main Library, Heartease and Seaforth Branch Libraries
November 25	Display: ***International Day highlighting Violence against Women*** Seaforth Branch Library
November 25	Exhibition: ***St. Thomas Coffee Festival*** – Cedar Valley Primary & Junior High
November 28	Educational Session: ***Career Talk on Public Health*** – Seaforth Branch Library
December 1	Display: ***World AIDS Day*** – Main Library
Dec. 28	Presentation: ***KWANZAA Celebrations*** – Main Library

2007

Jan. 10-31	Display: ***Earthquake Awareness*** – Port Morant, Seaforth and Heartease Branch Libraries
January 22	Exhibition: ***Office of Utilities Regulation 10th Anniversary Exhibition*** – Main Library
January 26	Exhibition: ***Fire Department Exhibition for Story Hour*** – Main Library
January 30	Presentation: ***Water Conservation*** – Seaforth Branch Library
February 1-28	Display: ***Black History Month*** – Main Library, Seaforth and Port Morant Branch Libraries
February 26	Display: ***OUR Poster Competition*** – Main Library
March 5	Display: ***Violence against Women*** – Seaforth Branch Library

2007

March 5	Presentation: ***Breast and Cervical Cancer for International Women's Day*** – Main Library
March 8	Display: ***International Women's Day*** – Main Library, Seaforth, Port Morant and Heartease Branch Libraries
March 15-31	Display: ***Consumer Awareness*** – Main Library and Seaforth Branch Library
March 29	Display: ***Skin Bleaching*** – Main Library
March 29	Public Forum: ***Skin Bleaching*** – Main Library

Promotional

Exhibition / Display / Library Orientation Session / Class Visit

2006

April 23-29	Exhibition: Reading Week – Main Library, Heartease, Yallahs, Port Morant and Seaforth Branch Libraries
May 9	Display: ***Read Across Jamaica Day*** – Main Library
July 10-31	Summer Programme and Reading Competition – Main Library, Heartease, Port Morant, Seaforth and Yallahs Branch Libraries
October 4	Library Orientation Session: ***Promoting Library Services*** – St. Thomas Preparatory School
October 11	Library Orientation Session: ***Promoting Library Services*** – Evangelistic Centre Basic School
October 11	Library Orientation Session: ***Promoting Library Services*** – Stanton Road Basic School
October 26	Class Visit: ***Promoting Reading*** – Yallahs Primary School
October 31	Exhibition: ***Library Week Open Day Exhibition*** – Main Library
November 2	Class Visit: ***Promoting Reading*** – Morant Bay Preparatory School and Reading Club

2006

November 2	Class Visit: ***Promoting Reading*** – St. Thomas Kinder-Preparatory School

2007

March 21	Exhibition: ***Mobile Library*** - Yallahs High School
March 23	Exhibition: Exhibitions mounted for RJR Radiocation – Morant Bay High School

Networking with Other Agencies

2006/2007

April 1, 2006 –
March 31, 2007   The Parish Library Network maintained participation in community based activities, with active involvement in programmes associated with the following agencies:

- St. Thomas Health Department
- St. Thomas Fire Department
- Victims Support Unit
- National Council on Drug Abuse (NCDA)
- Jamaica Cultural Development Commission (JCDC)
- Cedar Valley Coffee Association
- National Council for Senior Citizens
- Consumer Affairs Commission (CAC)
- St. Thomas Senior Citizens Association
- National Commercial Bank, Morant Bay
- National Youth Service (NYS)
- Office of Utilities Regulation (OUR)
- Bureau of Women's Affairs

Venue – Main Library and Branch Libraries

The Library was used as a venue for meetings of the following groups:

- St. Thomas Toastmasters Club
- JCDC "Word-a-Mouth" Poetry Club
- Companies Office of Jamaica
- Heart of a Child Foundation
- Jamaica Civil Service Association
- Social Development Commission
- Early Childhood Caregivers

REGION VI

St. Elizabeth Parish Library

Public Education

2006

April 24 – 29	Exhibition: ***Reading Week*** - Junction, Malvern, Nain, Warminster Branch Libraries
April	Exhibition: ***Cancer Awareness Month*** – Parish Library
May	Exhibition: ***Child Month*** – All service points
May 11	***Talk on CSME*** – St. Matthew's Anglican Church Hall, Santa Cruz
May	Exhibition: ***Education Week*** - Parish Library and Malvern Branch Library
May – August	Reading Competition (Adult & Junior) - All service points
June	***Disaster Preparedness*** - Junction, Nain, Warminster
July 17-28	Summer Programme Theme: ***The Caribbean: One People: One Culture*** - All service points
August 1-6	Exhibition: ***Emancipation/Independence*** - All service points
October	Exhibition: ***Breast Cancer Awareness Month*** - Balaclava, Junction, Malvern, Nain, Red Bank, Southfield and Warminster Branch Libraries
October	Exhibition: ***Credit Union Month*** - Balaclava, Santa Cruz Branch Libraries
October 15	Exhibition: ***The National Housing Trust and You*** – Santa Cruz Branch Library
October 9-17	Exhibition: ***National Heritage Week*** - All service points

2006

October 23 -29	Exhibition: ***Family Planning Week*** - Malvern, Nain, Warminster Branch Library
November	Exhibition: ***Drug Abuse Awareness Month*** - Parish Library, Junction, Southfield
November	Exhibition: ***Parenting Awareness Month*** - Black River Post Office
Nov. 20 – 25	Exhibition: Tourism Awareness Week: Theme: ***Greetings from Jamaica -*** Parish Library
December 1	Exhibition: ***World AIDS Day*** - Parish Library Lewisville, Junction, Malvern, Nain, Red Bank, Southfield and Warminster Branch Libraries

2007

January	Exhibition: ***Earthquake Awareness Week*** - Parish Library and Malvern Branch Library
February	Exhibition: ***Black History Month*** - All service points
February 27	Exhibition: ***The Inland Revenue Department and You*** - Junction Branch Library

Westmoreland Parish Library

Public Education

2006

April 7	Exhibition mounted at the Westmoreland 4-H Clubs Achievement Day - Hotel Commingle
May 8-20	Child Month Exhibition ***"Restore the Family: Save Our Children"*** - Main Library, Negril, Petersfield, Whitehouse and Beeston Spring Branch Libraries
May 22 – 28	Exhibition mounted to mark ***Trade Union Week*** - Main Library

2006

June 6 – 30	Exhibition mounted for Disaster Preparedness Month, ***"Prepare and Prevent: It's Better to be Prepared than Repent."*** - Main Library and Petersfield Branch Library
June 12 – 16	Exhibition mounted for National Environmental Awareness Week: ***"Deserts and Desertification."*** - Negril Branch Library
August 17	Exhibition mounted to mark Marcus Garvey's Birthday - Main Library
September 27	World Tourism Day Exhibition, ***"Tourism Enriches Families and Economics."*** - Main Library
November 6 -11	Exhibition mounted for Parents Month, ***"Parents: Today you Guide, Tomorrow they Lead*** - Main Library
December 1	Exhibition mounted to commemorate World AIDS Day, ***"Stop AIDS: Keep the Promise*** - Main Library and Whitehouse Branch Library

2007

January 8 – 13	Earthquake Awareness Week Exhibition, ***"Be Ready: Don't Wait for the Next Earthquake."*** - Main Library, Negril and Darliston Branch Libraries
February 5 – 10	Bob Marley Week Exhibition ***"Get Up, Stand Up and Make it Work"*** - Main Library
February 12 – 23	Black History Month Exhibition: **"From Slavery to Freedom: Africans in the Americas"** - Main Library, Bethel Town, Darliston, Negril, Whitehouse and Beeston Spring Branch Libraries
March 5 – 16	ICC Cricket World Cup 2007 Exhibition - Main Library
March 5 – 12	Exhibition mounted in commemoration of International Women's Week, ***"Violence Against Women: It's a Serious Thing, Stop It"*** - Negril Branch Library
March 19 – 24	Exhibition mounted for Consumer Affairs Week, ***"Consumers, Know Your Rights and Responsibilities"*** - Beeston Spring Branch Library

Promotional Activities

2006

April 24 – 28	Reading Week Exhibition: ***"Early Intervention: Key to Success"*** - Main Library and Petersfield Branch Library
April 26	Talk: ***"Librarianship as a Career"*** by Mrs. Pauline Munroe, Librarian - Petersfield High School
April 27	Talk: ***"The Importance of Reading"*** - Savanna-La-Mar Primary and Unity Primary Schools
May 1 – Aug. 31	Adult and Junior Reading Competition - All Service Points
May 9	Special Story Hour sessions and talks on reading in observance of Read Across Jamaica Day - Mount Grace Primary & Junior High School, George's Plain Primary School, Deliverance Centre Basic School, Savanna-La-Mar
May 30	Exhibition mounted for Career Day and Health Expo - Mount Grace Primary & Junior High School
July 17 – Aug. 25	Summer Programme, "The Caribbean: A Melting Pot of Cultures" - All Service Points
October 29 – November 2	Exhibition mounted in observance of Library Week, ***"Libraries – Your Launching Pad to the Information Super Highway"*** - Main Library
November 3	Open Day - Main Library

Collaboration with Community Agencies
2006

May 2 – 8	The Jamaica Deposit Insurance Company Travelling Exhibition - Main Library
May 16 – 18	Westmoreland Senior Citizens Association 30th Anniversary Exhibition - Main Library
June 11 – 18	Exhibition mounted by the Sugar Company of Jamaica to mark Sugar Week - Main Library

2006

June 24 – 25	Exhibition mounted at the Westmoreland Horticultural Society Annual Flower Show, *"Yesterday, Today and Tomorrow"* - Mannings School
July 24 – August 7	Exhibition mounted in celebration of Emancipation/Independence - Main Library and Darliston Branch Library
September 4-7	Exhibition mounted in celebration of Miss Lou's Birthday - Main Library
Sept. 18 – 23	Breast Feeding Week Exhibition was mounted by the Savanna-La-Mar Health Department, *"Code Watch: s5 Years of Protecting Breast Feeding"* - Main Library
October 9-20	Heritage Week Exhibition, *"Our Heritage: The Strength of Our Nation"* - All Service Points
October 22 – 27	Fire Safety Awareness Week Exhibition mounted. *"Preventing Fires, Protecting the Environment"* – Main Library
November 20-30	Drug Awareness Month Exhibition, *"Engaging Communities, Transforming Lives"* - Main Library and Whitehouse Branch Library
November 21-27	*Youth Zoom Photographic Exhibition* mounted - Main Library
December 5-10	Disability Awareness Week Exhibition, "Accessibility to Information Technologies - Main Library
December 13 – 18	*National Library of Jamaica Post Card Exhibition* - Main Library

2007

February 5 – 10	*Creative Writing Exhibition* - Main Library
March 22 – 23	*Office of Utilities Regulation Travelling Exhibition* - Main Library

Schools Library Network
SLN 001: Island Coverage at March 31, 2007

Hanover — 1

St. James — 1, 2, 4

Trelawny — 13, 1

Westmoreland

St. Ann — 6, 1, (black circle)

St. Mary — 5, 7

Portland — 2, 19

St. Elizabeth — 5, 7, 35, 1

Manchester — 28, 3, 7, 24, 6

Clarendon — 13, 35, 11, 2, 40

St. Catherine — 7, 51, 17, 36, 1, 4

Andrew — 4, 19, 7, 1, 30

Kingston — 19, 53

St. Thomas — 19, 30, 9, 1, 5

KEY

Region 1

Region 2

Region 3

Region 4

Region 5

Region 6

29 – Infant

356 – Primary

95 – High

346 – All Age

87 – Primary & Junior High

4 – Special

9 – Technical

926 – Total no. of Service Points

N

246

APPENDIX SL002

SUMMARY OF ESTIMATES OF EXPENDITURE BY OBJECTS
FOR THE FINANCIAL YEAR 2006 – 2007

		Submitted	Approved	Change in Approval over Submission	Percentage Change
		$'000	$'000	$'000	
Object 21	Compensation of Employees	27,211,216.00	26,815,804.00	395,412.00	1.5%
Object 22	Travel Expenses and Subsistence	2,073,100.00	1,674,000.00	399,100.00	19.3%
Object 23	Rental of Property, Machinery and Equipment	1,135,000.00	1,100,000.00	35,000.00	3.1%
Object 24	Public Utility Services	1,390,000.00	1,390,000.00	-	-
Object 25	Purchases of Other Goods and Services	104,137,000.00	23,310,000.00	80,827,000.00	77.6%
Object 28	Retirement Benefits	0.00	0.00	-	-
Object 30	Grants and Contributions	40,000.00	-	40,000.00	100%
Object 31	Purchase of Capital Goods	14,809,000.00	-	14,809,000.00	100%
Total		150,795,316.00	54,289,804.00	96,505,512.00	64%

APPENDIX SLN 003

DONATIONS – April 2006-March 2007

Donors	Types and Quantities of Resource Material					
	Books	Periodicals	Posters	Brochures	Audio Visual	Booklets
Office of the Prime Minister						347
Ministry of Education & Youth	52		1	284		290
Lasco Distributors Limited	421					
Russell's Enterprize limited	1					
Andrea Rattray	580					
Holy Trinity High School	56					
Digicel Foundation	20					
CHASE FUND	524					
United Kingdom Publishers	59				**1**	
Jamaica Customs Department	200					
Ministry of Foreign Affairs and Trade		2,100				
Food for the Poor	1,583					
Total	**3,496**	**2,100**	**1**	**284**	**1**	**637**

APPENDIX SLN 004

Encyclopedias Allocated to School Libraries in Regions 1 - 6
April 2006 – March 2007

	Region 1
School	Reference
Infant	
All Saints	My First Britannica (13 volumes) World Book Childcraft Encyclopedia (15 volumes)
Allman Town	My First Britannica (13 volumes)
Alpha	My First Britannica (13 volumes)
Bridgeport	My First Britannica (13 volumes) World Book Childcraft Encyclopedia (15 volumes)
Central Branch	My First Britannica (13 volumes)
Naggo Head	My First Britannica (13 volumes)
Spanish Town	My First Britannica (13 volumes) World Book Childcraft Encyclopedia (15 volumes)
St. Anne's	My First Britannica (13 volumes) World Book Childcraft Encyclopedia (15 volumes)
St. Joseph's	My First Britannica (13 volumes) World Book Childcraft Encyclopedia (15 volumes)
St. Michael's	My First Britannica (13 volumes) World Book Childcraft Encyclopedia (15 volumes)
Waterford	My First Britannica (13 volumes)
Primary	
Alpha	Compton's Encyclopedia (26 volumes)
Eltham Park	The New Book of Knowledge (22 Volumes)
Bridgeport	Compton's Encyclopedia (26 volumes)
Franklin Town	Students Discovery Science (13 Volumes)
Greater Portmore	Compton's Encyclopedia (26 volumes) Students Discovery Science Encyclopedia (13 Volumes)
Holy Family	Compton's Encyclopedia (26 volumes)
McAuley	New Standard Encyclopedia (20 volumes)
Mount Fletcher	The New Book of Knowledge (22 Volumes)
Mount Rosser	The New Book of Knowledge (22 Volumes) New Standard Encyclopedia (20 volumes)
Old Harbour	Compton's Encyclopedia (26 volumes)
Rousseau	New Standard Encyclopedia (20 volumes)
Spanish Town	Compton's Encyclopedia (26 volumes)
St. Aloysius	The New Book of Knowledge (22 Volumes)
St. Anne's	The New Book of Knowledge (22 Volumes)
St. John's	Compton's Encyclopedia (26 volumes)
St. Peter Claver	The New Book of Knowledge (22 Volumes)
St. Richards	The New Book of Knowledge (22 Volumes)
Tarrant	Compton's Encyclopedia (26 volumes)

Time & Patience	The New Book of Knowledge (22 Volumes)
Tower Hill	World Book Encyclopedia and Dictionaries (24 volumes)
All Age	
Cavaliers	The New Book of Knowledge (22 Volumes)
Greenwich	New Standard Encyclopedia (20 Volumes)
Friendship Brook	Compton's Encyclopedia (26 volumes)
Rock Hall	The New Book of Knowledge (22 Volumes)
Somerset	Students Discovery Science (13 Volumes)
Special	
Maxfield Park Children's Home	World Book Encyclopedia & Dictionaries (24 Volumes) World Book Childcraft (15 Volumes)
Primary and Junior High	
Breaton	Compton's Encyclopedia (26 volumes)
Cockburn Garden	New Standard Encyclopedia (20 volumes)
Constant Spring	Britannica Concise Encyclopedia (1 volume)
Dallas	Compton's Encyclopedia (26 volumes)
Linstead	Students Discovery Science (13 Volumes)
Mico Practising	Compton's Encyclopedia (26 volumes)
Stony Hill	Students Discovery Science (13 Volumes)
White Marl	World Book Encyclopedia and Dictionaries (24 volumes) World Book 2006 CDs (3discs)
High	
Bog Walk	World Book Encyclopedia and Dictionaries (24 volumes)
Bridgeport	World Book 2006 CDs (3discs)
Edith Dalton James	Britannica Concise Encyclopedia (1 volume) World Book 2006 CDs (3 discs)
Ewarton	Britannica Concise Encyclopedia (1 volume)
Guy's Hill	World Book Encyclopedia and Dictionaries (24 volumes)
Haile Selassie	World Book Encyclopedia and Dictionaries (24 volumes)
Holy Trinity	World Book 2006 CDs (3discs)
Jonathan Grant	World Book Encyclopedia and Dictionaries (24 volumes)
Mona	Britannica Concise Encyclopedia (1 volume) World Book 2006 CDs (3 discs)
McGarth	Britannica Concise Encyclopedia (1 volume) World Book 2006 CDs (3 discs)
Norman Manley	Britannica Concise Encyclopedia (1 volume)
Old Harbour	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
Papine	World Book Encyclopedia and Dictionaries (24 volumes)
Pembroke Hall	World Book Encyclopedia and Dictionaries (24 volumes)
Penwood	Britannica Concise Encyclopedia (1 volume)
Spanish Town	World Book 2006 CDs (3discs)
St. Anne's	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
St. Catherine	World Book Encyclopedia and Dictionaries (24 volumes)
Tacius Golding	World Book Encyclopedia and Dictionaries (24 volumes)

Tarrant	World Book Encyclopedia and Dictionaries (24 volumes)
Tivoli Garden	Britannica Concise Encyclopedia (1 volume)
	World Book 2006 CDs (3 discs)
Trench Town	Britannica Concise Encyclopedia (1 volume)
Vauxhall	World Book 2006 CDs (3discs)
Technical High	
Dunoon Park	Britannica Concise Encyclopedia (1 volume)
	World Book Encyclopedia and Dictionaries (24 volumes)
Jose Marti	Britannica Concise Encyclopedia (1 volume)
	World Book Encyclopedia and Dictionaries (24 volumes)
	World Book 2006 CDs (3 discs)
TOTAL	**66 sets + 13 single + 10 CDs**
	Region 2
School	**Reference**
Infant	
Cambridge	My First Britannica (13 volumes)
	World Book Childcraft Encyclopedia (15 Volumes)
Falmouth	My First Britannica (13 volumes)
	World Book Childcraft Encyclopedia (15 Volumes)
Lucea	My First Britannica (13 volumes)
	World Book Childcraft Encyclopedia (15 Volumes)
Montego Bay	My First Britannica (13 volumes)
Primary	
Albert Town	Compton's Encyclopedia (26 volumes)
Corinaldi Avenue	Compton's Encyclopedia (26 volumes)
Duanvale	Compton's Encyclopedia (26 volumes)
Hampden	New Standard Encyclopedia (20 Volumes)
Roehampton	Compton's Encyclopedia (26 volumes)
All-Age	
Askenish	Compton's Encyclopedia (26 volumes)
Brompton	Compton's Encyclopedia (26 volumes)
Chatsworth	Compton's Encyclopedia (26 volumes)
Claremont	Compton's Encyclopedia (26 volumes)
First Hill	Compton's Encyclopedia (26 volumes)
John's Hall	Compton's Encyclopedia (26 volumes)
Mareland	Compton's Encyclopedia (26 volumes)
Mount Hannah	Compton's Encyclopedia (26 volumes)
Mount Horeb	Compton's Encyclopedia (26 volumes)
Salt Spring	Compton's Encyclopedia (26 volumes)
Stewart Town	Compton's Encyclopedia (26 volumes)
Primary and Junior High	
Bellevue	World Book Encyclopedia & Dictionaries (24 volumes)
Flankers	Compton's Encyclopedia (26 volumes)
Mount Salem	Compton's Encyclopedia (26 volumes)
High School	
Albert Town	World Book Encyclopedia & Dictionaries (24 volumes)

	World Book 2006 CDs (3 discs)
Anchovy	World Book Encyclopedia & Dictionaries (24 volumes)
	World Book 2006 CDs (3 discs)
Cambridge	World Book Encyclopedia & Dictionaries (24 volumes)
Cedric Titus	World Book Encyclopedia & Dictionaries (24 volumes)
	Britannica Concise Encyclopedia (1 volume)
Green Island	World Book Encyclopedia & Dictionaries (24 volumes)
Green Pond	World Book Encyclopedia & Dictionaries (24 volumes)
Maldon	World Book Encyclopedia & Dictionaries (24 volumes)
	Britannica Concise Encyclopedia (1 volume)
Merlene Ottey	World Book Encyclopedia & Dictionaries (24 volumes)
Muschette	World Book Encyclopedia & Dictionaries (24 volumes)
	Britannica Concise Encyclopedia (1 volume)
	World Book 2006 CDs (3 discs)
Rusea's	World Book 2006 CDs (3 discs)
St. James	World Book Encyclopedia & Dictionaries (24 volumes)
	Britannica Concise Encyclopedia (1 volume)
	World Book 2006 CDs (3 discs)
Technical High	
Herbert Morrison	World Book 2006 CDs (3 discs)
Knockalva	World Book Encyclopedia & Dictionaries (24 volumes)
Total	**37 sets + 4 single + 6 CDs**
	Region 3
School	**Reference**
Infant	
Alley	Oxford Children's Encyclopedia (9 volumes)
Bethabara	Oxford Children's Encyclopedia (9 volumes)
May Pen	Oxford Children's Encyclopedia (9 volumes)
Mandeville	Oxford Children's Encyclopedia (9 volumes)
Porus	Oxford Children's Encyclopedia (9 volumes)
Primary	
Aenon Town	Compton's Encyclopedia (26 volumes)
Alley	The Book of Knowledge (22 Volumes)
Anderson Town	The Book of Knowledge (22 Volumes)
Bunkers Hill	Compton's Encyclopedia (26 volumes)
Christian Moravian	The Book of Knowledge (22 Volumes)
Fairfield	The Book of Knowledge (22 Volumes)
Hayes	Compton's Encyclopedia (26 volumes)
May Pen	Compton's Encyclopedia (26 volumes)
Sanguinette	Compton's Encyclopedia (26 volumes)

Scotts Pass	Compton's Encyclopedia (26 volumes)
All-Age	
Mizpah	New Standard Encyclopedia (20 volumes)
Somerset	New Standard Encyclopedia (20 volumes)
Trout Hall	Compton's Encyclopedia (26 volumes)
Primary & Junior High	
Hayes	Compton's Encyclopedia (26 volumes)
High	
Alston High	World Book Encyclopedia & Dictionaries (24 volumes)
Bellefield High	World Book Encyclopedia & Dictionaries (24 volumes)
Christiana	World Book 2006 CDs (3 discs) Compton's Encyclopedia & Dictionary (28 Volumes)
Clarendon College	World Book Encyclopedia & Dictionaries (24 volumes) Britannica Concise Encyclopedia (1 volume)
Claude McKay	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia & Dictionaries (24 Volumes) World Book 2006 CDs (3 discs)
Denbigh	World Book 2006 CDs (3 discs)
Edwin Allen	Britannica Concise Encyclopedia (1 volume) World Book 2006 CDs (3 discs)
Garvey Maceo	Britannica Concise Encyclopedia (1 volume)
Kellits High	World Book Encyclopedia & Dictionaries (24 volumes)
Lennon	Britannica Concise Encyclopedia (1 volume)
May Day	World Book 2006 CDs (3 discs) Compton's Encyclopedia & Dictionaries (28 Volumes)
Mile Gully	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia & Dictionaries (24 Volumes)
Spalding	Britannica Concise Encyclopedia (1 volume)
Thompson Town	World Book Encyclopedia & Dictionaries (24 volumes)
Winston Jones	Compton's Encyclopedia & Dictionaries (28 Volumes) Britannica Concise Encyclopedia (1 volume) World Book 2006 CDs (3 discs)
Total	**29 sets + 8 single + 6 CDs**
	Region 4
School	**Reference**
Infant	
Brown's Town	Oxford Children's Encyclopedia (9 volumes)
St. Ann's Bay	My First Britannica (13 Volumes)
Primary	
Ocho Rios	Compton's Encyclopedia (26 volumes)
Priory	New Standard Encyclopedia (20 volumes)
Port Maria	World Book Encyclopedia & Dictionaries (24 Volumes)
Water Valley	Compton's Encyclopedia (26 volumes)

Zion Hill	Compton's Encyclopedia (26 volumes)
All-Age	
Aboukir	Compton's Encyclopedia (26 volumes)
Annotto Bay	Compton's Encyclopedia (26 volumes)
Camperdown	Compton's Encyclopedia (26 volumes)
Eccleston	Compton's Encyclopedia (26 volumes)
Epsom	New Standard Encyclopedia (20 volumes)
Free Hill	World Book Encyclopedia & Dictionaries (24 volumes)
Prickley Pole	New Standard Encyclopedia (20 volumes) Student's Discovery Science (13 Volumes)
Runaway Bay	New Standard Encyclopedia (20 volumes)
Walkerswood	World Book Encyclopedia & Dictionaries (24 volumes)
Primary and Junior High	
Moneague	Britannica Concise Encyclopedia (1 volume)
Higginsland	World Book Encyclopedia and Dictionaries (24 volumes)
Stephney	World Book Encyclopedia and Dictionaries (24 volumes)
Endfield	World Book Encyclopedia and Dictionaries (24 volumes)
Mount Angus	World Book Encyclopedia and Dictionaries (24 volumes)
Retreat	World Book Encyclopedia and Dictionaries (24 volumes)
High School	
Islington	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
Ocho Rios	World Book Encyclopedia and Dictionaries (24 volumes)
Tacky	World Book Encyclopedia and Dictionaries (24 volumes)
Aabuthnott Gallimore	World Book Encyclopedia and Dictionaries (24 volumes)
Annotto Bay	World Book Encyclopedia and Dictionaries (24 volumes)
Brimmer Vale	World Book Encyclopedia and Dictionaries (24 volumes)
Browns Town	World Book Encyclopedia and Dictionaries (24 volumes)
Oracabessa	World Book Encyclopedia and Dictionaries (24 volumes)
Technical High	
Marcus Garvey	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia & Dictionaries (24 volumes)
St. Mary	World Book Encyclopedia & Dictionaries (24 volumes)
Total	**32 sets + 3 single**
	Region 5
School	**Reference**
Infant	
Boundbrook	Oxford Children's Encyclopedia (9 volumes)
Port Antonio	Oxford Children's Encyclopedia (9 volumes)
Primary	
Fair Prospect	Compton's Encyclopedia (26 volumes)
Ken Wright	Compton's Encyclopedia (26 volumes)
All-Age	
Windsor Castle	Compton's Encyclopedia (26 volumes)
Primary and Junior High	
Belle Castle	Students Discovery Science Encyclopedia (13 Volumes)

Cedar Valley	World Book Encyclopedia and Dictionaries (24 volumes)
Comfort Castle	Compton's Encyclopedia (26 volumes)
Dalvey	Students Discovery Science Encyclopedia (13 Volumes)
Lysson's	Students Discovery Science Encyclopedia (13 Volumes)
Moore Town	Compton's Encyclopedia (26 volumes)
Port Morant	Britannica Concise Encyclopedia (1 volume)
	Compton's Encyclopedia (26 volumes)
	World Book 2006 CDs (3 discs)
High School	
Fair Prospect	World Book Encyclopedia and Dictionaries (24 volumes)
Happy Grove	World Book Encyclopedia and Dictionaries (24 volumes)
Morant Bay	World Book Encyclopedia and Dictionaries (24 volumes)
Robert Lightbourne	Britannica Concise Encyclopedia (1 volume)
	World Book Encyclopedia & Dictionaries (24 Volumes)
Seaforth	World Book Encyclopedia and Dictionaries (24 volumes)
Total	**17 sets + 2 single + 3 CDs**
	Region 6
School	Reference
Infant	
Savanna-la-mar	Oxford Children's Encyclopedia (9 volumes)
St. John's	Oxford Children's Encyclopedia (9 volumes)
Primary	
Barbary	Compton's Encyclopedia (26 volumes)
Carisbrook	Compton's Encyclopedia (26 volumes)
Grange Hill	New Standard Encyclopedia (20 volumes)
Little London	Compton's Encyclopedia (26 volumes)
Mountainside	Compton's Encyclopedia (26 volumes)
Retirement	Compton's Encyclopedia (26 volumes)
Sandy Bank	Compton's Encyclopedia (26 volumes)
Unity	Compton's Encyclopedia (26 volumes)
All Age	
Ashton	Compton's Encyclopedia (26 volumes)
Blauwearie	New Standard Encyclopedia (20 volumes)
Kilmarnock	Compton's Encyclopedia (26 volumes)
Little Bay	Compton's Encyclopedia (26 volumes)
Schoolfield	Compton's Encyclopedia (26 volumes)
Seaview	Compton's Encyclopedia (26 volumes)
Primary & Junior High	
Elderslie	World Book Encyclopedia 2006 CD (3 discs)
New Hope	World Book Encyclopedia 2006 CD (3 discs)
	Compton's Encyclopedia (26 Volumes)
High	
Balaclava	Britannica Concise Encyclopedia (1 volume)
	World Book Encyclopedia and Dictionaries (24 volumes)

B. B. Coke	World Book Encyclopedia 2006 CD (3 discs)
Black River	Britannica Concise Encyclopedia (1 volume)
Grange Hill	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia 2006 CD (3 discs)
Godfrey Stewart	Britannica Concise Encyclopedia (1 volume)
Lacovia	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia 2006 CD (3 discs)
Lewisville	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
Little London	World Book Encyclopedia 2006 CD (3 discs)
Magotty	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
Petersfield	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
Technical High	
Frome	Britannica Concise Encyclopedia (1 volume) World Book Encyclopedia and Dictionaries (24 volumes)
Total	**22 + 9 Single + 6 CDs**
Grand Total	**203 sets of encyclopedia** **39 single volumes** **29 CDs** **190 schools received sets of encyclopedia** **13 of the 190 schools received two sets each**

APPENDIX SLN 005

ALL CATEGORIES OF SCHOOL LIBRARIES

School Libraries served

Regions	Inf.	Prim.	All-Age	P.J.H	Sp.	Total	P.J.H	Tech. H	Sec. H	Sp.	Total	Grand Total
1	11	103	66	24	3	207	2	2	36	1	41	248
2	4	38	56	11	-	109	1	2	10	-	13	122
3	5	64	63	15	-	147	2	-	20	-	22	169
4	5	44	70	9	-	128	4	2	8	-	14	142
5	2	49	28	4	-	83	5	1	9	-	15	98
6	2	58	63	8	-	131	2	2	12	-	16	147
Total	**29**	**356**	**346**	**71**	**3**	**806**	**16**	**9**	**95**	**1**	**121**	**926**

Primary School Libraries served

Regions	Inf.	Prim.	All-Age	P.J.H	Sp.	Total
1	11	103	66	24	3	207
2	4	38	56	11	-	109
3	5	64	63	15	-	147
4	5	44	70	9	-	128
5	2	49	28	4	-	83
6	2	58	63	8	-	131
Total	**29**	**356**	**346**	**71**	**3**	**805**

High School Libraries served

Regions	P.J.H	Tech. H	Sec. H	Sp.	Total
1	2	2	36	1	41
2	1	2	10	-	13
3	2	-	20	-	22
4	4	2	8	-	14
5	5	1	9	-	15
6	2	2	12	-	16
Total	**16**	**9**	**95**	**1**	**121**

** N.B. 16 Primary and Junior High Schools served receive both Primary and High School services as follows:

    Region 1: Constant Spring & White Marl Primary & Junior High Schools (2)
    Region 2: Bellevue Primary & Junior High (1)
    Region 3: Hatfield & Rest Primary and Junior High Schools (2)
    Region 4: Moneague, Enfield, Mt. Angus & Retreat Primary & Junior High Schools (4)
    Region 5: Avocat, Mt. Hermon, Bath, Cedar Valley & Port Morant Primary & Junior High
              Schools (5)
    Region 6: Elderslie & New Hope Primary & Junior High Schools (2)

Key: **Inf. – Infant**
Prim. – Primary
A.A. – All-Age
P.J.H. – Primary & Junior High
Tech. H. – Technical High
Sec. H. – Secondary High
Sp. – Special

In Region 5 Spring Bank All-Age in Port Antonio was closed and Paul Bogle Junior High in Morant Bay was renamed Paul Bogle High.

APPENDIX SLN 006

List of Functional and Dormant School Libraries

Functional School Libraries

Region 1

St. Andrew

Primary

Drews Avenue Primary and Infant	Rousseau Primary
Duhaney Park Primary	St. Francis Primary and Infant
Dupont Primary and Infant	St. Judes Primary
Excelsior Primary	St. Patrick's Primary
George Headly Primary	St. Peter Claver Primary
Half-Way Tree Primary	St. Richard's Primary
Harbour View Primary	Tarrant Primary
Hope Valley Experimental Primary	Pembroke Hall Primary
Jones Town Primary	Tavares Gardens Primary
Lawrence Tavern Primary	Tower Hill Primary
Maxfield Park Primary	**All Age**
Mona Heights Primary	Bito All Age and Infant
Mount Fletcher Primary	Bloxburgh All Age and Infant
New Providence Primary	Bowden Hill All Age

Cavaliers All Age	New Day Primary & Junior High
Clifton All Age	Seaward Primary & Junior High
Constitution Hill All Age	Shortwood Practising Primary & Junior High
Craighton All Age	Stony Hill Primary & Junior High
Greenwich All Age	Swallowfield Primary & Junior High
Jack's Hill All Age and Infant	**High**
Mount James All Age	Charlie Smith High
New Gardens All Age And Infant	Clan Carthy High
Padmore All Age	Edith Dalton James High
Rock Hall All Age	Haile Selassie High
Somerset All Age & Infant	Mavis Bank High
Whitfield All Age	Mona High
Primary & Junior High	Norman Manley High
Allman Hill Primary & Junior High	Papine High
Cockburn Gardens Primary & Junior High	Pembroke Hall High
Constant Spring Primary & Junior High	Tarrant High
Dallas Primary & Junior High	Trench Town High
Hall's Delight Primary & Junior High	**Special Schools**
John Mills Primary & Junior High and Infant	The Women's Centre Foundation of Ja.
Maverley Primary & Junior High	Danny Williams School for the Deaf
Melrose Primary & Junior High	Lister Mair Gilby
Mico Practising Primary & Junior High	Maxfield Park Home

KINGSTON

Infant

St. Michael's Infant   St. Anne's High

Primary   Tivoli Gardens High

Allman Town Primary   Vauxhall High

Alpha Primary   **Technical High**

Holy Family Primary & Infant   Dunoon Park Technical High

Jesse Ripoll Primary

North Street Congregational Primary

 Holy Rosary Primary (formerly Ormsby Hall Primary)

 Rollington Town Primary

St. Alban's Primary

St. Anne's Primary

All Age

Central Branch All Age

 Port Royal All Age & Infant

 Primary & Junior High

Norman Gardens Primary & Junior High

Windward Road Primary & Junior High

High

Holy Trinity High

Kingston High

ST. CATHERINE

Infant

Bridgeport Infant

Spanish Town Infant

Waterford Infant

Primary

Ascot Primary

Belmont Park Primary

Bermaddy Primary

Bridgeport Primary

Brown's Hall Primary

Cassava River Primary & Infant

Crescent Primary

Eccleston Primary

Eltham Park Primary

Ensom City Primary

Friendship Primary

Giblatore Primary

Greater Portmore Primary

Gregory Park Primary

Guy's Hill Primary

Horizon Park Primary

Independence City Primary

Jericho Primary

Kensington Primary

Marlie Mount Primary & Infant

McAuley Primary

McCooks Primary

Mount Nebo Primary

Mount Rosser Primary & Infant

Naggo Head Primary

Old Harbour Bay Primary

Old Harbour Primary

Orangefield Primary

Portsmouth Primary

Sergeantville Primary

Southborough Primary

Spanish Town Primary

Springvale Primary

St. Faith's Primary

St. John's Primary

Time & Patience Primary

Tulloch Primary

Wakefield Primary

Waterford Primary

York Street Primary

All Age

Bellas Gate All Age

Berry Hill All Age & Infant

Berwick All Age

Bois Content All Age

Cedar Valley All Age & Infant

Garden Hill All Age

Ginger Ridge All Age

Hamwalk All Age

Harewood All Age

Hartlands All Age

Juan de Bolas All Age

Jubilee Town All Age

Kentish All Age

Kitson Town All Age

Lucky Valley All Age

Mount Hermon All Age

New Mount Industry All Age

Paul Mountain All Age

Pear Tree Grove All Age

Planters Hall All Age

Redwood All Age

Rose Hill All Age

Simon All Age

Sligoville All Age

Top Hill All Age

Tydixon All Age

Watermount All Age

Primary & Junior High

Linstead Primary & Junior High

Mount Moreland Primary & Junior High

Point Hill Leased Primary & Junior High

Rosemount Primary & Junior High

Troja Primary & Junior High

Whitemarl Primary & Junior High

High

Ascot High

Bog Walk High

Bridgeport High

Cumberland High

Eltham High

Ewarton High

Glengoffe High

Greater Portmore High

Guys Hill High

Innswood High

Johnathan Grant High

McGrath High

Old Harbour High

Spanish Town High

St. Catherine High

Tacius Golding High

Waterford High

<u>Technical High</u>

Jose Marti Technical High

Total - 183

Region 2

St. James

Infant

Cambridge Infant

Montego Bay Infant

Primary

Anchovy Primary

Vaughansfield Primary & Infant

All Age

Buckingham All Age

Chatsworth All Age

First Hill All Age

John's Hall All Age

Orange Hill All Age

Somerton All Age

Mount Horeb Infant & All Age

Goodwill All Age & Infant

Primary & Junior High

Glendevon Primary & Jr. High

High

St. James High

Technical High

Herbert Morrison Technical

Hanover

All Age

Brownsville All Age

Claremont All Age

Maryland All Age

Primary & Junior High

Bethel Primary & Junior High

Bethel Town Primary & Junior High

Sandy Bay Primary & Junior High

High

Green Island High

Merlene Ottey High

Technical High

Knockalva Technical High

Trelawny

Infant

Falmouth Infant

Primary

Barracks Road Primary

Freeman's Hall Primary

Ulster Spring Primary

Waldensia Primary

Hampden Primary & Infant

All Age

Brampton All Age

Duncans All Age

Riverside All Age

Primary & Junior High

Bellevue Primary & Jr. High

High

Cedric Titus High

Muschett High

Total - 36

Region 3

Clarendon

Primary

Bunkers Hill Primary

Effortville Primary

Frankfield Primary

Free Town Primary

Gimme-Me-Bit Primary

Hazard Primary

James Hill Primary

Kilsyth Primary & Infant

May Pen Primary

Mineral Heights Primary

Moravia Primary

Park Hall Primary

Sanguinetti Primary

Spalding Primary

Tweedside Primary

All Age

Ashley All Age & Infant

Brandon Hill All Age

Collington All Age

Cumberland All Age

John Austin All Age

Johns Hall All Age

McNie All Age

Pleasant Valley All Age

Portland Cottage All Age

Staceyville All Age

Wood Hall All Age

Primary & Junior High

Chandlers Pen Primary & Junior High

Crofts Hill Primary & Junior High

Cross Primary & Junior High

Four Paths Primary & Junior High

Garlogie Primary & Junior High

Hayes Primary & Junior High

Osbourne Store Primary & Junior High

Rest Primary & Junior High

High Schools

Alston High

Bustamante High

Central High

Clarendon College

Claude McKay

Denbigh High

Edwin Allen High

Garvey Maceo High

Kellits High

Kemps Hill High

Lennon High

Spalding High

Thompson Town High

Manchester

Primary

Albion Primary

Bryce Primary

Chantilly Primary

Christiana Moravian Primary & Infant

Fairfield Primary

Frankfield Primary & Infant

Grove Town Primary

Marlie Hill Primary

New Broughton Primary

Old England Primary

Plowden Primary

Pratville Primary & Infant

Prospect Primary

Richmond Primary

Rose Hill Primary

Woodlands Primary

All Age

Auchtembeddie All Age

Bethany All Age

Campbell's Castle All Age

Coley Mountain All Age

Craighead All Age

Kendal All Age

Patrick Town All Age

Pike All Age

Ramble All Age

Snowdon All Age

Somerset All Age

Victoria Town All Age

Primary & Junior High

Bethabara Primary & Junior High

Hatfield Primary & Junior High

Mandeville Primary& Junior High

New Forest Primary & Junior High

New Green Primary & Junior High

Villa Road Primary & Junior High

High

Bellefield High

Christiana High

Cross Keys High

May Day High

Mile Gully High

Porus High

Winston Jones High

Total - 88

Region 4

St. Ann   **St. Mary**

Infant   **Primary**

Brown's Town Infant   Port Maria Primary

Primary   Water Valley Primary

Ocho Rios Primary   Zion Hill Primary

All Age   **All Age**

Aabuthnott Gallimore All Age   Annotto Bay All Age

Aboukir All Age   Rock River All Age

Prickley Pole All Age   **High**

Runaway Bay All Age   Carron Hall High

High   Tacky High

Ocho Rios High

Technical High

Marcus Garvey Technical High

Total - 15

Region 5

Portland

Primary	**High**
Belle Castle Primary and Infant	Buff Bay High
Boston Primary and Infant	Fair Prospect High
Buff Bay Primary	Happy Grove High
Fair Prospect Primary	Port Antonio High
Ken Wright Primary	
Skibo Primary	
Drapers All Age	
Fairfield All Age	

All Age

Manchioneal All Age

Reach All Age and Infant

Rock Hall All Age

Windsor Castle All Age

Primary and Junior High

Avocat Primary & Junior High

Comfort Castle Primary & Junior High

St. Thomas

Primary

Airy Castle Primary

Font Hill Primary

Golden Grove Primary & Infant

Hayfield Primary

Hillside Primary

Lysson's Primary

Lystra Primary

Middleton Primary

Morant Bay Primary

Seaforth Primary

Spring Garden Primary

Trinityville Primary

White Horses Primary

Winchester Primary

All Age

Bull Bay All Age

Primary & Junior High

Bath Primary & Junior High

Cedar Valley Primary & Junior High

Port Morant Primary & Junior High

Total - 42

Junior High

Paul Bogle Junior High

High

Morant Bay High

Robert Lightbourne High

Seaforth High

Yallahs High

Technical High

St. Thomas Technical High

Region 6

St. Elizabeth

Primary	**Primary & Junior High**
Beersheba Primary	Santa Cruz Primary & Jnr. High
Bull Savannah Primary	**High**
Burnt Savannah Primary	B.B. Coke High
Carisbrook Primary & Infant	Balaclava High
Geneva Primary	Black River High
Hopewell Primary	Lacovia High
Nain Primary	Newell High
Park Mountain Primary	**Technical High**
Pedro Plaines Primary	St. Elizabeth Technical High
Retirement Primary	

All Age

Frazer All Age

Ginger Hill All Age

Goshen All Age

Middle Quarters All Age

Pondside All Age

Rose Hall All Age

Schoolfield All Age

<u>**Westmoreland**</u>

<u>Primary</u>

Beaufort Primary

Broughton Primary

Cokes View Primary

Grange Hill Primary

Savanna-la-Mar Primary

<u>All Age</u>

Bluefields All Age

Dundee All Age

Mearnsville All Age

Mount Airy All Age

Retrieve All Age

Sheffield All Age

<u>High</u>

Godfrey Stewart High

Peterfields High

Total - 37

Grand Total - 401

Dormant School Libraries

Region 1

St. Andrew

Primary

August Town Primary	Mannings Hill All Age
Balmagie Primary	Red Hills All Age
Dunrobin Primary	St. Theresa's All Age
Golden Spring Primary	King Weston All Age
Grove Primary	Westphalia All Age
Iris Gelley Primary	Woodford All Age
Mountain View Primary	**Primary & Junior High**
St. Benedict's Primary	Balcombe Drive Primary & Junior High
St. Martin de Porres Primary	Brandon Hill Primary & Junior High
Trench Town Primary	**High**
Unity Primary and Infant	Donald Quarrie High

All Age

Penwood High

Content Gap All Age

Essex Hall All Age

Friendship Brook All Age

Golden Valley All Age & Infant

Gordon Town All Age

KINGSTON

Infant	**High**

Infant

Allman Town Infant

High

Denham Town High

All Saints Infant

Alpha Infant

Central Branch Infant

St. Anne's Infant

St. Joseph's Infant

Primary

Chetolah Park Primary

Clan Carthy Primary

Denham Town Primary

Elletson Primary & Infant

Franklyn Town Primary

St. Andrew Primary

St. George's Girls Primary & Infant

St. Michael's Primary

All Age

Boys Town All Age

Rennock Lodge All Age

Primary & Junior High

Calabar Primary & Junior High

ST. CATHERINE

Infant

Naggo Head Infant

Primary

Bartons Primary

Bonnett Primary

Davis Primary

Ewarton Primary

Good Hope Primary

Grateful Hill Primary

Homestead Primary

Marlie Hill Primary

Polly Ground Primary

Port Henderson Primary

St. Catherine Primary

All Age

Guanoboa Vale All Age

Lluidas Vale All Age

St. Mary's All Age

Seafield All Age & Infant

Spring Gardens All Age

Top Jackson All Age

Tredegar Park All Age

Victoria All Age

Primary & Junior High

Braeton Primary & Junior High

Total – 65

Region 2

St. James	Trelawny
Primary	**Primary**
Chetwood Memorial Primary	Albert Town Primary
Niagara Primary	Duanvale Primary
Roehampton Primary	Kinloss Primary
Primary & Junior High	Spring Garden Primary
Mt. Salem Primary & Junior High	Wakefield Primary
Hanover	**All Age**
Infant	Daniel Town All Age
Lucea Infant	Refuge All Age
Primary	Rio Bueno All Age
Green Island Primary	Sawyers All Age
Mt. Ward Primary	Stewart Town All Age
All Age	
Riverside All Age	
Mt. Hannah All Age	
High	
Hopewell High	

Total - 20

Region 3

Clarendon

Infant

Alley Infant

May Pen Infant

Primary

Alley Primary

Alston Primary & Infant

Anderson Town Primary

Arthur's Seat Primary

Bailleston Primary

Brixton Hill Primary & Infant

Denbigh Primary

Elgin Primary

Gravel Hill Primary

Kellits Primary

Milk River Primary

Mitchell Town Primary

Mocho Primary

Morgan's Forest Primary

Race Course Primary

Richmond Park Primary

Ritches Primary

Salt Savannah Primary & Infant

Scotts Pass Primary

Smithville Primary

Thompson Town Primary & Infant

Treadlight Primary

Watsonton Primary

York Town Primary

All Age

Aenon Town All Age

Beulah All Age

Chapelton All Age

Coffee Piece All Age

Crooked River All Age

Long Look All Age

Main Ridge All Age

Mitchell's Hill All Age

Morgans Pass All Age

Mount Carmel All Age

Mount Liberty All Age

Mount Providence All Age

Pindars Valley All Age

Prospect All Age

Red Hills All Age

Rock All Age

Rock River All Age

Rosewell All Age

Simon All Age & Infant

Sunbury All Age

Toll Gate All Age

Trout Hall All Age

Wanstead All Age

Primary & Junior High

Green Park Primary & Junior High

Leicesterfield Primary & Junior High

Moores Primary & Junior High

Manchester

Infant

Bethabara Infant	Huntley All Age
Mandeville Infant	Medina All Age
Porus Infant	Mizpah All Age

Primary

Alligator Pond Primary	Nazareth All Age
Bellefield Primary	Robin's Hall All Age
Christiana Leased Primary & Infant	St. Jago All Age
Ebenezer Primary	St. Paul's All Age
McIntosh Memorial Primary	Top Hill All Age & Infant
Mile Gully Primary	Waterloo All Age
Mount Olivet Primary	
Porus Primary	
Zion Hill Primary	

All Age

Broadleaf All Age

Comfort Hall All Age

Devon All Age

Ferguson All Age

Harmons All Age

Harry Watch All Age

Total - 79

Region 4

St. Ann

Infant

Charlton Infant

St. Ann's Bay Infant

Primary

Breadnut Hill Primary

Brown's Town Primary

Jeffreyville Primary

Mount Waddy Primary

Parry Town Primary

All Age

Beecher Town All Age

Bensonton All Age

Camperdown All Age

Chalky Hill All Age

Chester All Age

Clarksonville All Age

Discovery Bay All Age

Exchange All Age

Hoolebury All Age

Mount Zion All Age

Philadelphia All Age

Turnberry All Age

Primary & Junior High

Bamboo Primary & Junior High

Higgins Land Primary & Junior High

Muirhouse Primary & Junior High

Steer Town Primary & Junior High

St. Mary

Infant

Carron Hall Infant

Primary

Albion Mountain Primary

Gayle Primary

Hillside Primary

Port Maria Primary

Preston Hill Primary

Ramble Primary

Robins Bay Primary

Scotts Hall Primary

Trinity Primary

All Age

Carron Hall All Age

Donnington All Age

Epsom All Age

Long Road All Age

Primary & Junior High

Jackson Primary & Junior High

Retreat Primary & Junior High

Total - 41

High

Oracabessa High

Technical High

St. Mary Technical High

Region 5

Portland

Infant

Boundbrook Infant

Port Antonio Infant

Primary

Birnamwood Primary

Boundbrook Primary

Bybrook Primary

Charles Town Primary

Coopers Hill Primary

Norwich Primary

Orange Bay Primary

Port Antonio Primary

Rural Hill Primary

Seaside Primary

Shirley Castle Primary

Windsor Forrest Primary

Windsor Primary

All Age

Belvedere All Age

Black Hill All Age

Bloomfield All Age

Fruitful Vale All Age

Maidstone All Age

Mount Pleasant All Age

Nonsuch All Age

Sherwood Forest All Age

St. Margaret's Bay All Age

Tranquility All Age and Infant

Primary and Junior High

Fellowship Primary and Junior High

Moore Town Primary and Junior High

Mount Hermon Primary and Junior High

<u>**St. Thomas**</u>

<u>**Primary**</u>

Amity Hall Primary and Infant   Minto All Age

Arcadia Primary   Richmond Gap All Age and Infant

Barking Lodge Primary   Rowlandsfield All Age and Infant

Dalvey Primary

Duckensfield Primary

Easington Primary

Grants Pen Primary and Infant

John's Town Primary

Old Pera Primary

Pear Tree Primary and Infant

Prospect Primary

Thornton Primary

White Hall Primary

Wilmington Primary

Yallahs Primary

<u>**All Age**</u>

Aelous Valley All Age

Bethesda All Age

Johnson Mountain All Age

Total - 49

Region 6

Westmoreland

Infant

Savanna-la-mar Infant

St. John's Infant

Primary

Chantilly Primary

Enfield Primary & Infant

Georges Plain Primary

All Age

Blauwearie All Age

Kew Park All Age & Infant

Primary & Junior High

Kentucky Primary & Junior High

Total – 8

Grand Total - 262

APPENDIX SLN 007

Schools that Benefitted under the
Secondary Enhancement Programme

School	Region	Year Benefitted
Ascot High	1	2001-2
Bridgeport High		2002-3
Charlie Smith High		2002-3/2003-4
Clan Carthy High		2003-4
Cumberland High		2001-2
Denham Town High		2003-4
Edith Dalton James High		2005-6
Eltham High		2001-2
Greater Portmore High		2001-2
Guy's Hill High		2001-2
Haile Selassie High		2002-3/2003-4
Holy Trinity High		2003-4
Innswood High		2001-2
Jonathan Grant High		2002-3
Kingston High		2003-4
Lister Mair Gilby High		2005-6
Mona High		2002-3
Papine High		2001-2
Pembroke Hall High		2003-4
Penwood High		2003-4
Spanish Town High		2001-2/2003-4
St. Anne's High		2002-3/2003-4
St. Catherine High		2003-4
Tacius Golding High		2001-2
Tarrant High		2001-2
Tivoli Gardens High		2005-6
Trench Town High		2003-4
Troja Primary and Junior High		2001-2
Vauxhall High		2001-2
Albert Town High	2	2003-4
Anchovy High		2005-6

School		
Cambridge High		2005-6
Cedric Titus High		2003-4
Godfrey Stewart High		2005-6
Green Island High		2003-4
Knockalva Agricultural		2002-3
Maldon High		2001-2
Merlene Ottey High		2002-3
Muschette High		2005-6
Ruseas High		2002-3
St. James High		2001-2/2003-4
Alston High	3	2005-6
Bethabara Primary and Junior High		2001-2
Bellefield High		2006-7
Central High		2005-6
Claude McKay High		2005-6
Cross Keys High		2006-7
Garvey Maceo High		2002-3
Kemps Hill High		2003-4
Lennon High		2006-7
May Day Primary & Junior High		2005-6
Mile Gully High		2002-3
Spaulding High		2001-2
Winston Jones High		2001-2
Aabuthnott Gallimore High	4	2002-3
Annotto Bay		2001-2
Brown's Town High		2006-7
Ocho Rios High		2005-6
Oracabessa High		2005-6
Tacky High		2003-4
Buff Bay High	5	2003-4
Fair Prospect High		2002-3
Happy Grove		2002-3
Paul Bogle Junior High		2005-6
Port Antonio High		2001-2
Robert Lightbourne High		2005-6
St. Thomas Technical High		2006-7
Yallahs High		2005-6

Balaclava High	6	2003-4
Black River High		2003-4
Grange Hill High		2006-7
Lacovia High		2005-6
Lewisville High		2001-2
Little London High		2003-4
Newell High		2005-6

Region	No. of Schools
1	29
2	12
3	13
4	6
5	8
6	7
Grand Total	**75**

APPENDIX SLN 008

<u>Displays and Exhibitions</u>

Health Day - April 7, 2006

World Hemophilic Day - April 17, 2006

National Reading Week - April 23 – 29, 2006

World Press Freedom Day - May 3, 2006

Education Week - May 7-13, 2006

Children's Expo'06 – May 11 – 14, 2006

Trade Union Week - May 21 – 27, 2006

World No Tobacco Day - May 31, 2006

Disaster Preparedness Month – June 2006

Road Safety Month – June 2006

"Hurricane"- June 2006 – Region 3

"Girls today, Women Tomorrow" – June 15, 2006 - Region 3

Norman Washington Manley Month – July 2006

World Population Day – July 11, 2006

Emancipation Day – August 1, 2006

Independence Day – August 6, 2006

Miss Lou Week Celebration – September 3-9, 2006

International Literacy Day – September 8, 2006

National Heritage Week – October 8-16, 2006

International Schools Library Day – October 23, 2006

Library Week – October 29 – November 4, 2006

Parent Month - November 2006

World AIDS Day – December 1, 2006

Earthquake Awareness Week – January 14 – 20, 2007

Earthquake Awareness Day in Schools – January 17, 2007

Display for Teacher/Librarians' Seminars – January 25 – March 22, 2007

Black History Month – February 1 – 28, 2007 – Region 1

Display for Meeting with Principals of Infant Schools – February 15 – March 29, 2007

ICC World Cup Cricket 2007 – March 5 – April 28, 2007

Extension Activities

Talks to school children on the following topics:

Importance of Reading – Cross Keys High

Reference Work - St. Thomas Parish Library – October 31, 2006

Roles of the School Library Network - Fair Prospect Primary, Ken Wright Primary and

Port Antonio Primary schools

Children's Hour – Mandeville Infant

Story Hour – Glendevon Primary and Junior High

HRM 001: STAFF ESTABLISHMENT IN OCCUPATIONAL CATEGORIES - 2006-2007

PARISH LIBRARIES	DIRECTOR/ D.DIRECTOR	REGIONAL DIRECTOR	SENIOR LIBRARIAN	LIBRARIAN 1,2&3	LIBRARY ASSISTANT 1 & 2	RESEARCH/ REFERENCE ASSISTANT	TECHNICAL OPERATOR	ADMIN. OFFICERS	ACCOUNTING PERSONNEL 1,2 & 3	SECRETARIAL 1,2,3 & 4	RECORDS CLERK / OFFICERS	OTHER	TOTAL
HEADQUARTERS	11		5	4	18	3	4	4	10	15	6	21	101
K.S.A.P.L.		1	1	16	19	2	3	1	4	10	24	33	114
CLARENDON			1	3	20		2	1	2	3	7	20	59
HANOVER			1	2	13		2	1	2	1	4	12	38
MANCHESTER		1	1	4	18		2	1	3	4	8	32	74
PORTLAND		1	1	4	8		2	1	2	3	3	12	35
ST. ANN		1	1	4	18		2	1	2	3	5	20	57
ST. CATHERINE			3	5	23		1	1	2	3	6	32	76
ST. ELIZABETH		1	1	1	14		2	1	2	2	7	16	47
ST. JAMES		1	1	4	21		2	1	3	3	4	21	61
ST. MARY			1	2	10		3	1	2	2	7	11	39
TRELAWNY			1	1	14		2	1	2	2	3	14	40
WESTMORELAND			1	2	16		2	1	2	1	0	13	38
ST. THOMAS			1	2	10		2	1	2	1	6	10	35
SCHOOLS LIBRARY NETWORK	1		2	11	8		7		1	4	4	13	51
GRAND TOTAL	12	6	22	65	230	5	38	17	41	57	94	280	867

****Six (6) new post were approved by the Cabinet Office in Letter Ref. No. MSB 726 dated November 28, 2006.

Appendix HRM 002

Summary of Librarians' Posts 2006 - 2007

No.	Post Title	Classification	Vacancy
6	Regional Directors	PIDG/LB 5	0
20	Senior Librarians	PIDG/LB 4	1
2	Technical Directors	PIDG/LB 4	1
4	Regional Librarians	PIDG/LB 3	4
20	Rural Development Librarians	PIDG/LB 3	11
34	Librarian 2	PIDG/LB 2	17
3	Research Assistants	PIDG/LB 2	3
2	Reference Assistants	PIDG/LB 2	0
5	Librarian 1	PIDG/LB 1	5
96			**42**

54 Posts Filled   =   **56%**

42 Posts Not Filled   =   **44%**

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
1	Clarendon Parish Library	Administrative Officer	GMG/AM 3	Permanent	1.7.06
2	Clarendon Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.8.06
3	Clarendon Parish Library	Librarian	PIDG/LB 2	Permanent	1.8.06
4	Clarendon Parish Library	Library Aide	PIDG/LD 1	Permanent	4.9.06
5	Clarendon Parish Library	Library Aide	PIDG/LD 1	Permanent	1.10.06
6	Clarendon Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.8.06
7	Clarendon Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.8.06
8	Clarendon Parish Library	Library Assistant	PIDG/LA I	Permanent	1.9.06
9	Clarendon Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.8.06
10	Clarendon Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.8.06
11	Clarendon Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.8.06
12	Clarendon Parish Library	Rural Development Librarian	PIDG/LB 3	Acting	11.9.06 - 31.12.06
13	Clarendon Parish Library	Secretary	OPS/SS 1	Permanent	1.5.06
14	Clarendon Parish Library	Senior Library Aide	PIDG/LD 2	Permanent	1.5.06
15	Clarendon Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.10.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
16	Hanover Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.10.06
17	Hanover Parish Library	Librarian	PIDG/LB 2	Permanent	1.6.06
18	Hanover Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.4.06
19	Hanover Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.7.06
20	HQ - Accessions	Library Assistant	PIDG/LA 1	Permanent	1.2.07
21	HQ - Accessions	Library Assistant	PIDG/LA 1	Permanent	1.7.06
22	HQ - Accessions	Senior Librarian	PIDG/LB 4	Acting	10.4.06 - 18.7.06
23	HQ - Cataloguing	Senior Librarian	PIDG/LB 4	Acting	27.11.06 - 16.2.07
24	HQ - Circulations	Library Assistant	PIDG/LA 1	Permanent	1.2.07
25	HQ - Circulations	Library Assistant	PIDG/LA 1	Permanent	1.11.06
26	HQ - Circulations	Senior Librarian	PIDG/LB 4	Permanent	1.7.06
27	HQ - Corporate Suite	Administrative Assistant	GMG/AM 3	Acting	1.12.06 - 30.6.07
28	HQ - Corporate Suite	Executive Secretary	OPS/SS 4	Acting	11.9.06
29	HQ - Corporate Suite	Internal Auditor	FMG/AS 3	Acting	19.3.07 - 20.4.07
30	HQ - Corporate Suite	Internal Auditor	FMG/AS 3	Permanent	15.6.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
31	HQ - Finance	Accounting Clerk	FMG/AC 2	Permanent	1.4.06
32	HQ - Finance	Senior Secretary	OPS/SS 3	Permanent	1.4.06
33	HQ - HRM&A	Administrative Officer	GMG/AM 3	Permanent	1.5.06
34	HQ - HRM&A	Cleaner Attendant	LMO/TS I	Permanent	1.7.06
35	HQ - HRM&A	Cleaner Attendant	LMO/TS I	Permanent	1.2.07
36	HQ - HRM&A	Deputy Director, Administration	SEG 1	Acting	2.1.07 - 30.6.07
37	HQ - HRM&A	Deputy Director, Human Resource Management	SEG 1	Permanent	1.6.06
38	HQ - HRM&A	Records Officer	PIDG/RIM 2	Permanent	1.7.06
39	HQ - HRM&A	Secretary	OPS/SS 2	Permanent	1.1.07
40	HQ - HRM&A	Technical Operator	PIDG/TO 1	Permanent	1.2.07
41	HQ - HRM&A	Watchman	LMO/TS I	Permanent	1.4.06
42	HQ - Info. Tech.	Client Systems Support Officer	MIS/IT 2	Permanent	1.7.06
43	HQ - Info. Tech.	Deputy Director, Database & Network	MIS/IT 5	Permanent	1.4.06
44	HQ - Info. Tech.	Secretary	OPS/SS 2	Permanent	1.7.06
45	HQ - PLN	Director, Public Library Network	SEG 3	Acting	10.4.06 - 18.7.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
46	HQ - PLN	Secretary	OPS/SS 1	Permanent	1.4.06
47	HQ - Region 1	Librarian 3	PIDG/LB 3	Acting	6.12.06 - 16.2.07
48	HQ - Region 1	Regional Director, Region 1	PIDG/LB 5	Permanent	1.7.06
49	HQ - Region 1	Senior Secretary	OPS/SS 3	Acting	10.7.06 - 8.9.06
50	HQ - Schools Library Network	Director, Schools Library Network	SEG 3	Acting	21.8.06 - 6.10.06
51	HQ - Schools Library Network	Library Aide	PIDG/LD 1	Permanent	1.3.07
52	HQ - Schools Library Network	Records Clerk	PIDG/RIM 1	Permanent	7.3.07
53	HQ - Schools Library Network	Senior Library Aide	PIDG/LD 2	Assignment	1.4.06
54	Kingston & St. Andrew Parish Library	Accounting Clerk	FMG/AC 2	Permanent	1.3.07
55	Kingston & St. Andrew Parish Library	Client Systems Support Officer	MIS/IT 2	Acting	1.2.07 - 31.1.08
56	Kingston & St. Andrew Parish Library	Gardener	LMO/TS I	Permanent	1.7.06
57	Kingston & St. Andrew Parish Library	Librarian	PIDG/LB 2	Permanent	1.9.06
58	Kingston & St. Andrew Parish Library	Librarian	PIBG/LB 2	Permanent	1.9.06
59	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.11.06
60	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.7.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
61	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.11.06
62	Kingston & St. Andrew Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.7.06
63	Kingston & St. Andrew Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.7.06
64	Kingston & St. Andrew Parish Library	Rural Development Librarian	PIDG/LB 3	Acting	1.12.06 - 31.5.07
65	Kingston & St. Andrew Parish Library	Rural Development Librarian	PIDG/LB 3	Acting	1.5.06 - 16.6.06
66	Kingston & St. Andrew Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.8.06
67	Manchester Parish Library	Client Systems Support Officer	MIS/IT 2	Permanent	1.8.06
68	Manchester Parish Library	Librarian	PIDG/LB 3	Acting	11.9.06 - 31.12.06
69	Manchester Parish Library	Librarian	PIDG/LB 2	Permanent	1.8.06
70	Manchester Parish Library	Porter	LMO/TS I	Permanent	15.6.06
71	Manchester Parish Library	Senior Librarian	PIDG/LB 4	Acting	18.4.06 - 16.6.06
72	Manchester Parish Library	Senior Secretary	OPS/SS 3	Acting	19.2.07 - 23.3.07
73	Manchester Parish Library	Technical Operator	PIDG/TO 1	Permanent	1.5.06
74	Portland Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.8.06
75	Portland Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.10.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
76	Portland Parish Library	Porter	LMO/TS I	Permanent	1.9.06
77	Portland Parish Library	Records Officer	PIDG/RIM 2	Permanent	1.10.06
78	Portland Parish Library	Regional Director, Region 5	PIDG/LB 5	Acting	1.11.06 - 29.12.06
79	Portland Parish Library	Senior Librarian	PIDG/LB 4	Acting	1.11.06 - 29.12.06
80	St. Ann Parish Library	Librarian	PIDG/LB 2	Permanent	1.7.06
81	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.2.07
82	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.3.07
83	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.10.06
84	St. Ann Parish Library	Porter	LMO/TS I	Permanent	1.8.06
85	St. Ann Parish Library	Rural Development Librarian	PIDG/LB 3	Permanent	1.2.07
86	St. Ann Parish Library	Secretary	OPS/SS 1	Permanent	1.10.06
87	St. Ann Parish Library	Senior Library Aide	PIDG/LD 2	Permanent	1.11.06
88	St. Ann Parish Library	Senior Secretary	OPS/SS 3	Acting	24.4.06 - 30.6.06
89	St. Catherine Parish Library	Administrative Officer	GMG/AM 3	Permanent	1.7.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
90	St. Catherine Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.1.07
91	St. Catherine Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.9.06
92	St. Catherine Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.11.06
93	St. Catherine Parish Library	Client Systems Support Officer	MIS/IT 2	Permanent	1.8.06
94	St. Catherine Parish Library	Client Systems Support Officer	MIS/IT 2	Acting	1.3.07 - 31.8.07
95	St. Catherine Parish Library	Librarian	PIDG/LB 2	Permanent	1.7.06
96	St. Catherine Parish Library	Librarian	PIDG/LB 3	Permanent	1.11.06
97	St. Catherine Parish Library	Library Aide	PIDG/LD 1	Permanent	1.2.07
98	St. Catherine Parish Library	Library Assistant	PIDG/LA I	Permanent	1.10.06
99	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.10.06
100	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.11.06
101	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.11.06
102	St. Catherine Parish Library	Library Assistant	PIDG/LA I	Permanent	1.10.06
103	St. Catherine Parish Library	Records Officer	PIDG/RIM 2	Permanent	1.10.06
104	St. Catherine Parish Library	Rural Development Librarian	PIDG/LB 3	Permanent	1.9.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
105	St. Catherine Parish Library	Secretary	OPS/SS 1	Permanent	1.10.06
106	St. Catherine Parish Library	Senior Librarian	PIDG/LB 4	Acting	20.9.06 - 8.12.06
107	St. Catherine Parish Library	Senior Library Aide	PIDG/LD 2	Permanent	1.9.06
108	St. Catherine Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.10.06
109	St. Catherine Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.9.06
110	St. Catherine Parish Library	Senior Library Assistant	PIDG/LA 1	Permanent	1.5.06
111	St. Catherine Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.7.06
112	St. Catherine Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.11.06
113	St. Elizabeth Parish Library	Accounting Clerk	FMG/AC 2	Acting	4.12.06 - 3.2.07
114	St. Elizabeth Parish Library	Accounting Technician	FMG/AT 1	Acting	4.12.06 - 3.2.07
115	St. Elizabeth Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.11.06
116	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.1.07
117	St. Elizabeth Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.1.07
118	St. Elizabeth Parish Library	Reocrds Clerk	PIDG/RIM 1	Permanent	1.1.07
119	St. James Parish Library	Accounting Technician	FMG/AT 1	Permanent	1.8.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
120	St. James Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.11.06
121	St. James Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.3.07
122	St. James Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.11.06
123	St. James Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.9.06
124	St. James Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.6.06
125	St. James Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.9.06
126	St. James Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.9.06
127	St. James Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.2.07
128	St. James Parish Library	Porter	LMO/TS I	Permanent	1.9.06
129	St. James Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	10.1.07
130	St. James Parish Library	Senior Secretary	OPS/SS 3	Permanent	3.1.07
131	St. James Parish Library	Technical Operator	PIDG/TO 1	Permanent	1.12.06
132	St. Mary Parish Library	Accounting Clerk	FMG/AC 2	Permanent	1.2.07
133	St. Mary Parish Library	Administrative Officer	GMG/AM 3	Assignment	1.9.06
134	St. Mary Parish Library	Librarian	PIDG/LB 2	Assignment	1.11.06 - 31.5.07

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
135	St. Mary Parish Library	Library Assistant	PIDG/LA 1	Permanent	10.7.06
136	St. Mary Parish Library	Porter	LMO/TS I	Permanent	1.2.07
137	St. Mary Parish Library	Records Clerk	PIDG/RIM I	Permanent	1.9.06
138	St. Mary Parish Library	Secretary	OPS/SS 1	Permanent	1.9.06
139	St. Mary Parish Library	Senior Librarian	PIDG/LB 4	Acting	1.6.06 - 31.12.06
140	St. Mary Parish Library	Senior Librarian	PIDG/LB 4	Permanent	1.1.07
141	St. Mary Parish Library	Senior Library Assistant	PIDG/LA 2	Acting	1.11.06 - 31.5.07
142	St. Thomas Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.12.06
143	St. Thomas Parish Library	Rural Development Librarian	PIDG/LB 3	Permanent	1.2.07
144	Trelawny Parish Library	Accounting Clerk	FMG/AC 2	Acting	8.8.06 - 3.11.06
145	Trelawny Parish Library	Administrative Officer	GMG/AM 3	Permanent	1.10.06
146	Trelawny Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.8.06
147	Trelawny Parish Library	Gardener	LMO/TS I	Permanent	1.8.06
148	Trelawny Parish Library	Library Aide	PIDG/LD 1	Permanent	1.8.06
149	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.6.06

Appointments (Permanent/Acting/Assignment) - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
150	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.6.06
151	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.6.06
152	Trelawny Parish Library	Records Clerk	PIDG/RIM 1	Permanent	1.6.06
153	Trelawny Parish Library	Senior Librarian	PIDG/LB 4	Acting	1.12.06 - 31.5.07
154	Trelawny Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	1.10.06
155	Westmoreland Parish Library	Cleaner Attendant	LMO/TS I	Permanent	1.9.06
156	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.1.07
157	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.5.06
158	Westmoreland Parish Library	Porter	LMO/TS I	Permanent	1.9.06
159	Westmoreland Parish Library	Senior Library Assistant	PIDG/LA 2	Acting	1.5.06 - 30.6.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
1	Clarendon Parish Library	Cleaner/Office Attendant	LMO/TS 1	Provisional	5.2.07
2	Clarendon Parish Library	Cleaner/Office Attendant	LMO/TS 1	Provisional	2.8.06
3	Clarendon Parish Library	Library Aide	PIDG/LD 1	Provisional	2.8.06
4	Clarendon Parish Library	Library Assistant	PIDG/LA 1	Provisional	20.11.06
5	Clarendon Parish Library	Library Assistant	PIDG/LA 1	Provisional	20.11.06
6	Clarendon Parish Library	Records Clerk	PIDG/RIM 1	Provisional	20.11.06
7	Clarendon Parish Library	Senior Library Assistant	PIDG/LA 2	Provisional	2.1.07
8	Hanover Parish Library	Accounting Clerk	FMG/AC 2	Provisional	8.1.07
9	Hanover Parish Library	Accounting Technician	FMG/AT 1	Provisional	1.12.06
10	Hanover Parish Library	Accounting Technician	FMG/AT 1	Provisional	4.9.06
11	Hanover Parish Library	Administrative Officer	GMG/AM 3	Provisional	11.9.06
12	Hanover Parish Library	Library Assistant	PIDG/LA I	Provisional	8.1.07
13	Hanover Parish Library	Library Assistant	PIDG/LA 1	Provisional	8.1.07
14	Hanover Parish Library	Library Assistant	PIDG/LA 1	Provisional	8.1.07
15	HQ - Accessions	Senior Library Aide	PIDG/LD 2	Provisional	1.11.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
16	HQ - Circulations	Records Clerk	PIDG/RIM 1	Provisional	1.11.06
17	HQ - Finance	Accounting Clerk	FMG/AC 2	Provisional	6.11.06
18	HQ - HRM&A	Cleaner/Office Attendant	LMO/TS 1	Provisional	1.7.06
19	HQ - HRM&A	Director, Human Resource Management & Administration	SEG 3	Provisional	2.10.06
20	HQ - HRM&A	Secretary	OPS/SS 2	Provisional	1.1.07
21	HQ - HRM&A	Secretary	OPS/SS 1	Provisional	30.10.06
22	HQ - HRM&A	Technical Operator	PODG/TO 1	Provisional	3.7.06
23	HQ - Info. Tech.	Technical Specialist	MIS/IT 2	Provisional	1.9.06
24	HQ - Schools Library Network	Library Aide	PIDG/LD 1	Provisional	1.5.06
25	HQ - Schools Library Network	Library Assistant	PIDG/LA 1	Provisional	1.11.06
26	HQ - Schools Library Network	Records Clerk	PIDG/RIM 1	Provisional	5.6.06
27	HQ - Schools Library Network	Secretary	OPS/SS 1	Provisional	1.11.06
28	Kingston & St. Andrew Parish Library	Librarian	PIDG/LB 2	Provisional	1.12.06
29	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Provisional	27.11.06
30	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Provisional	3.7.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
31	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Provisional	27.11.06
32	Kingston & St. Andrew Parish Library	Records Clerk	PIDG/RIM 1	Provisional	3.7.06
33	Kingston & St. Andrew Parish Library	Records Clerk	PIDG/RIM 1	Provisional	11.9.06
34	Kingston & St. Andrew Parish Library	Secretary	OPS/SS 1	Provisional	5.3.07
35	Kingston & St. Andrew Parish Library	Senior Library Aide	PIDG/LD 2	Provisional	1.12.06
36	Kingston & St. Andrew Parish Library	Senior Library Aide	PIDG/LD 2	Provisional	1.12.06
37	Kingston & St. Andrew Parish Library	Senior Library Aide	PIDG/LD 2	Provisional	21.8.06
38	Kingston & St. Andrew Parish Library	Senior Library Aide	PIDG/LD 2	Provisional	1.12.06
39	Kingston & St. Andrew Parish Library	Technical Operator	PIDG/TO 1	Provisional	1.5.06
40	Manchester Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.11.06
41	Manchester Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.3.07
42	Manchester Parish Library	Secretary	OPS/SS 1	Provisional	24.4.06
43	Portland Parish Library	Librarian	PIDG/LB 2	Provisional	2.10.06
44	Portland Parish Library	Porter	LMO/TS 1	Provisional	8.1.07
45	St. Ann Parish Library	Client Systems Support Officer	MIS/IT 2	Provisional	2.8.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
46	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.11.06
47	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.4.06
48	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	19.3.07
49	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	10.4.06
50	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	8.1.07
51	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	8.1.07
52	St. Ann Parish Library	Records Officer	PIDG/RIM 2	Provisional	8.1.07
53	St. Ann Parish Library	Technical Operator	PIDG/TO 1	Provisional	17.7.06
54	St. Catherine Parish Library	Cleaner/Office Attendant	LMO/TS 1	Provisional	10.7.06
55	St. Catherine Parish Library	Gardener	LMO/TS 1	Provisional	2.10.06
56	St. Catherine Parish Library	Librarian	PIDG/LB 2	Provisional	2.10.06
57	St. Catherine Parish Library	Library Aide	PIDG/LD 1	Provisional	2.10.06
58	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.12.06
59	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Provisional	6.11.06
60	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Provisional	8.5.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
61	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Provisional	6.11.06
62	St. Catherine Parish Library	Porter	LMO/TS 1	Provisional	1.5.06
63	St. Catherine Parish Library	Porter	LMO/TS 1	Provisional	1.5.06
64	St. Catherine Parish Library	Porter	LMO/TS 1	Provisional	1.5.06
65	St. Catherine Parish Library	Records Officer	PIDG/RIM 2	Provisional	20.11.06
66	St. Catherine Parish Library	Secretary	OPS/SS 1	Provisional	20.11.06
67	St. Catherine Parish Library	Senior Library Assistant	PIDG/LA 2	Provisional	22.1.07
68	St. Elizabeth Parish Library	Client Systems Support Officer	MIS/IT 2	Provisional	5.2.07
69	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.12.06
70	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.11.06
71	St. James Parish Library	Accounting Clerk	FMG/AC 2	Provisional	1.5.06
72	St. James Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.2.07
73	St. James Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.2.07
74	St. James Parish Library	Records Clerk	PIDG/RIM 1	Provisional	1.2.07
75	St. James Parish Library	Technical Operator	PIDG/TO 1	Provisional	1.11.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
76	St. Mary Parish Library	Cleaner/Office Attendant	LMO/TS 1	Provisional	1.9.06
77	St. Mary Parish Library	Library Assistant	PIDG/LA 1	Provisional	10.7.06
78	St. Mary Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.3.07
79	St. Mary Parish Library	Records Clerk	PIDG/RIM 1	Provisional	1.5.06
80	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Provisional	6.12.06
81	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Provisional	11.12.06
82	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Provisional	11.12.06
83	St. Thomas Parish Library	Technical Operator	PIDG/TO 1	Provisional	1.7.06
84	Trelawny Parish Library	Accounting Technician	FMG/AT 1	Provisional	1.2.07
85	Trelawny Parish Library	Client Systems Support Officer	MIS/IT 2	Provisional	1.2.07
86	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Provisional	18.9.06
87	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.5.06
88	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Provisional	1.5.06
89	Trelawny Parish Library	Secretary	OPS/SS 2	Provisional	1.5.06
90	Westmoreland Parish Library	Accounting Technician	FMG/AT 1	Provisional	27.11.06

Provisional Employment - April 1, 2006 - March 31, 2007

No.	Location	New Post Title	Class. / Grade	Type of Appt.	Date of Appt.
91	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Provisional	17.10.06
92	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Provisional	3.7.06
93	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Provisional	17.10.06
94	Westmoreland Parish Library	Porter	LMO/TS 1	Provisional	2.8.06
95	Westmoreland Parish Library	Senior Library Assistant	PIDG/LB 2	Provisional	1.11.06
96	Westmoreland Parish Library	Technical Operator	PIDG/TO 1	Provisional	17.10.06

Part-time Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
1	Kingston & St. Andrew Parish Library	Cleaner Attendant	LMO/TS 1	Part-time	3.7.06
2	Portland Parish Library	Library Assistant	PIDG/LA 1	Part-time	29.1.07
3	St. Ann Parish Library	Cleaner Attendant	LMO/TS 1	Part-time	13.11.06
4	St. Ann Parish Library	Cleaner Attendant	LMO/TS 1	Part-time	13.11.06
5	St. Elizabeth Parish Library	Cleaner Attendant	LMO/TS 1	Part-time	21.8.06
6	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Part-time	2.8.06
7	Manchester Parish Library	Cleaner Attendant	LMO/TS 1	Part-time	1.5.06 - 30.6.06
8	St. Mary Parish Library	Cleaner Attendant	LMO/TS 1	Part-time	12.8.06
9	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Part-time	2.2.07 - 22.3.07

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
1	Hanover Parish Library	Accounting Technician	FMG/AT 1	Temporary	18.9.06
2	HQ - Accessions	Casual Worker	LMO/TS 1	Temporary	8.2.07
3	HQ - Accessions	Casual Worker	LMO/TS 1	Temporary	8.2.07
4	HQ - Accessions	Casual Worker	LMO/TS 1	Temporary	8.2.07
5	HQ - Accessions	Library Aide	PIDG/LD 1	Temporary	8.2.07
6	HQ - Accessions	Library Assistant	PIDG/LA 1	Temporary	1.2.07
7	HQ - Accessions	Secretary	OPS/SS 1	Temporary	8.2.07
8	HQ - Corporate Suite	Executive Secretary	OPS/SS 4	Temporary	4.12.06 - 31.12.06
9	HQ - Corporate Suite	Senior Secretary	OPS/SS 3	Temporary	1.12.06 - 30.6.07
10	HQ - Finance	Accounting Technician	FMG/AT 1	Temporary	20.11.06 - 30.6.07
11	HQ - Finance	Casual Worker	LMO/TS 1	Temporary	8.2.07
12	HQ - Finance	Records Officer	PIDG/RIM 4	Temporary	12.3.07
13	HQ - Region 1	Librarian	PIDG/LB 3	Temporary	4.12.06 - 31.5.07
14	HQ - Schools Library Network	Library Aide	PIDG/LD 1	Temporary	1.2.07
15	HQ - Schools Library Network	Library Assistant	PIDG/LA 1	Temporary	1.2.07

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
16	HQ - Schools Library Network	Records Clerk	PIDG/RIM 1	Temporary	8.2.07
17	HQ - Schools Library Network	Records Clerk	PIDG/RIM 1	Temporary	8.2.07
18	HQ - Schools Library Network	Records Clerk	PIDG/RIM 1	Temporary	1.2.07
19	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary	23.10.06 - 30.9.07
20	Kingston & St. Andrew P/L	Records Clerk	PIDG/RIM 1	Temporary	19.2.07 - 5.5.07
21	Portland Parish Library	Cleaner Attendant	LMO/TS 1	Temporary	11.11.06 - 25.11.06
22	St. Ann Parish Library	Accounting Clerk	FMG/AC 2	Temporary	4.9.06 - 27.10.06
23	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Temporary	19.3.07 - 14.5.07
24	St. Ann Parish Library	Watchman	LMO/TS 1	Temporary	27.11.06 - 7.2.07
25	St. Eliabeth Parish Library	Administrative Officer	GMG/AM 3	Temporary	12.2.07 - 30.6.07
26	St. Mary Parish Library	Client Systems Support Officer	MIS/IT 2	Temporary	2.10.06 - 31.3.07
27	St. Mary Parish Library	Library Assistant	PIDG/LA 1	Temporary	2.10.06 - 5.1.07
28	St. Mary Parish Library	Senior Library Assistant	PIDG/LA 2	Temporary	10.7.06 - 31.5.07
29	Westmoreland Parish Library	Porter	LMO/TS 1	Temporary	26.3.07 - 13.4.07

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
30	Westmoreland Parish Library	Technical Operator	PIDG/TO 1	Temporary	17.7.06 - 15.8.06

Summer Employment

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
1	Hanover Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	17.7.06 - 25.8.06
2	Hanover Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	17.7.06 - 25.8.06
3	Hanover Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	17.7.06 - 25.8.06
4	Hanover Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	17.7.06 - 25.8.06
5	Hanover Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	17.7.06 - 25.8.06
6	Hanover Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	17.7.06 - 25.8.06
7	HQ - Accessions	Records Clerk	PIDG/RIM 1	Temporary / Summer	3.7.06 - 31.8.06
8	HQ - Finance	Records Clerk	PIDG/RIM 1	Temporary / Summer	26.6.06 - 31.8.06
9	HQ - Finance	Records Clerk	PIDG/RIM 1	Temporary / Summer	19.6.06 - 31.8.06
10	HQ - Info. Tech.	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
11	HQ - Schools Library Network	Records Clerk	PIDG/RIM 1	Temporary / Summer	3.7.06 - 31.8.06
12	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	11.7.06 - 31.8.06
13	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 28.7.06

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
14	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 28.7.06
15	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
16	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
17	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
18	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
19	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 28.7.06
20	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
21	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
22	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 28.7.06
23	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
24	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.7.06
25	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
26	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 28.7.06
27	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
28	Kingston & St. Andrew P/L	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 28.7.06

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
29	Manchester Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
30	Manchester Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
31	Manchester Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
32	Manchester Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
33	Manchester Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
34	Manchester Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	10.7.06 - 31.8.06
35	Portland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
36	Portland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
37	Portland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
38	Portland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
39	Portland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
40	Portland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
41	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	2.8.06 - 31.8.06
42	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
43	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.7.06 - 31.8.06

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
44	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.7.06
45	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.7.06
46	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	1.6.06 - 31.8.06
47	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	24.7.06 - 31.8.06
48	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	2.8.06 - 31.8.06
49	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.7.06
50	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	24.7.06 - 31.8.06
51	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	24.7.06 - 31.8.06
52	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	24.7.06 - 31.8.06
53	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	24.7.06 - 31.8.06
54	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 21.7.07
55	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
56	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
57	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
58	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 21.7.07

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
59	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
60	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
61	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
62	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
63	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
64	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
65	St. James Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
66	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
67	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
68	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
69	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
70	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
71	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	5.6.06 - 31.8.06
72	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	3.7.06 - 31.8.06
73	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06

Temporary Employment - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Appt.
74	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
75	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
76	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
77	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
78	Trelawny Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
79	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
80	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
81	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
82	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
83	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06
84	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Temporary / Summer	19.6.06 - 31.8.06

Separation - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Separation	Remarks
1	Hanover Parish Library	Accounting Clerk	FMG/AC 2	Permanent	30.9.06	Resigned to pursue further educational opportunities
2	Hanover Parish Library	Library Assistant	PIDG/LA 1	Permanent	28.8.06	Resigned to pursue further educational opportunities
3	HQ - Accessions	Librarian	PIDG/LB 2	Provisional	28.4.06	Resigned to migrate
4	HQ - Circulations	Library Assistant	PIDG/LA 1	Provisional	2.6.06	Resigned for personal reasons. No exit interview was conducted
5	HQ - Corporate Suite	Senior Secretary	OPS/SS 3	Temporary	28.2.07	Services terminated due to unsatisfactory performance
6	HQ - HRM&A	Secretary	OPS/SS 1	Permanent	31.10.06	Resigned because she received another job in closer proximity to her home in Clarendon.
7	HQ - HRM&A	Technical Operator	PIDG/TO 1	Permanent	31.5.06	Resigned to migrate
8	HQ - SLN	Library Assistant	PIDG/LA 1	Permanent	28.8.06	Resigned to pursue further educational opportunities
9	HQ - SLN	Records Clerk	PIDG/RIM 1	Provisional	28.307	Resigned for personal reasons
10	Kingston & St. Andrew Parish Library	Accounting Technician	FMG/AT 1	Permanent	1.7.066	Resigned because she received another job offer.
11	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Provisional	5.7.06	Resigned because he received another job offer.
12	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Provisional	31.8.06	Resigned to pursue further educational opportunities
13	Kingston & St. Andrew Parish Library	Library Assistant	PIDG/LA 1	Permanent	30.9.06	Resigned to pursue further educational opportunities
14	Kingston & St. Andrew Parish Library	Secretary	OPS/SS 1	Provisional	30.8.06	Resigned to take up a teaching job. She is a trained teacher.
15	Manchester Parish Library	Library Assistant	PIDG/LA 1	Permanent	22.7.06	Resigned to pursue further educational opportunities. No exit interview was conducted

Separation - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Separation	Remarks
16	Manchester Parish Library	Library Assistant	PIDG/LA 1	Permanent	30.6.06	Resigned because he received another job offer.
17	Portland Parish Library	Library Assistant	PIDG/LA 1	Permanent	24.11.06	No reason was given in letter of resignation. No exit interview was conducted.
18	St. Ann Parish Library	Librarian	PIDG/LB 2	Permanent	25.5.06	No reason was given in letter of resignation. No exit interview was conducted.
19	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Provisional	22.12.06	Resigned to migrate to pursue further studies.
20	St. Ann Parish Library	Library Assistant	PIDG/LA 1	Permanent	12.12.06	Resigned to venture into a new area of profession
21	St. Catherine Parish Library	Cleaner Attendant	LMO/TS 1	Temporary	24.4.06	No reason was given in letter of resignation. No exit interview was conducted.
22	St. Catherine Parish Library	Library Aide	PIDG/LD 1	Permanent	17.7.06	Resigned for personal reasons.
23	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Permanent	1.11.06	Mr. Johnson resigned to venture into a new field
24	St. Catherine Parish Library	Library Assistant	PIDG/LA 1	Provisional	30.4.06	No reason was given in letter of resignation. No exit interview was conducted.
25	St. Elizabeth Parish Library	Client System Support Officer	MIS/IT 2	Permanent	23.9.06	Mr. Genus migrated. His resignation was sudden, hence, no exit interview was conducted
26	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Permanent	3.5.06	No reason was given in letter of resignation. No exit interview was conducted.
27	St. Elizabeth Parish Library	Library Assistant	PIDG/LA 1	Part-time	28.4.06	Resigned to migrate to venture into a new field
28	St. James Parish Library	Accounting Clerk	FMG/AC 2	Provisional	31.10.06	Resigned because she received another job offer.

Separation - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Separation	Remarks
29	St. James Parish Library	Secretary	OPS/SS 1	Permanent	1.11.06	Resigned because she received another job offer.
30	St. Mary Parish Library	Records Clerk	PIDG/RIM 1	Provisional	26.2.07	Resigned because she received another job offer.
31	St. Thomas Parish Library	Library Assistant	PIDG/LA 1	Permanent	16.2.07	Resigned because she received another job offer.
32	St. Thomas Parish Library	Records Clerk	PIDG/RIM 1	Temporary	21.8.06	Resigned for personal reasons
33	St. Thomas Parish Library	Records Clerk	PIDG/RIM 1	Provisional	28.8.06	Resigned for personal reasons
34	Trelawny Parish Library	Accounting Technician	FMG/AT 1	Provisional	31.7.06	Resigned because she received another job offer.
35	Trelawny Parish Library	Client System Support Officer	MIS/IT 2	Permanent	23.6.06	No reason was given in letter of resignation. No exit interview was conducted.
36	Trelawny Parish Library	Library Aide	PIDG/LD 1	Permanent	29.8.06	Resigned to pursue further educational opportunities
37	Trelawny Parish Library	Secretary	OPS/SS 1	Permanent	2.10.06	Resigned because she received another job offer.
38	Trelawny Parish Library	Senior Librarian	PIDG/LB 4	Permanent	30.9.06	Resigned for personal reasons
39	Trelawny Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	25.8.06	Resigned to pursue further educational opportunities
40	Trelawny Parish Library	Senior Library Assistant	PIDG/LA 2	Permanent	30.8.06	Resigned to pursue further educational opportunities
41	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Permanent	7.7.06	Resigned for personal reasons. No exit interview was conducted.
42	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Permanent	30.8.06	Resigned to pursue further educational opportunities
43	Westmoreland Parish Library	Library Assistant	PIDG/LA 1	Permanent	21.4.06	Resigned because of ill health. She subsequently succumb to her illness

Separation - April 1, 2006 - March 31, 2007

No.	Location	Post Title	Class. / Grade	Type of Appt.	Date of Separation	Remarks
44	Westmoreland Parish Library	Technical Operator	PIDG/TO 1	Permanent	30.6.06	No reason was given in letter of resignation. No exit interview was conducted.

<u>**APPENDIX HRM 008**</u>

<u>**STAFF TRAINING CONDUCTED APRIL 1, 2006 – MARCH 31, 2007**</u>

NAME OF COURSES	NO. OF PARTICIPANTS	COST	REMARKS
Certificate in Administrative Management (CAM)	4	$106, 300.00	MIND
Library & Information Association of Jamaica (LIAJA) Symposium	2	$6,500.00	LIAJA
Customer Service Excellence Seminar	111	$935, 470.00	MIND **(5 cohorts)**
Jamaica Employers' Federation (JEF) Annual Convention	2	$150, 740.00	JEF
Government Procurement Workshop	12	-	Office of the Contractor General (OCG)
Supplies Management Workshop	3	$54, 300.00	MIND
An Insight Into Work Injury Prevention	7	$98, 000.00	INSIGHT
Workforce Education Course	1	$4, 500.00	Institute for Workforce Education & Development Mr. Oscar Brown
Diploma: Information & Communication Technology Programme	1	$17, 500.00	VTDI – HEART TRUST/NTA
Jamaica Computer Society BizTech Forum 2006	3	$196, 400.00	Jamaica Computer Society

NAME OF COURSES	NO. OF PARTICIPANTS	COST	REMARKS
Lifelong Learning Seminar	14	$19, 500.00	
International Business Conference	1	$19, 800.00	
HRMAJ 26th Annual Conference	4	$275, 716.00	Human Resource Management Association of Jamaica – Sunset Jamaica Grand Ocho Rios
International Standard Book Number (ISBN) Seminar	10	$7, 500.00	National Library of Jamaica
LIAJA Schools Section Conference	14	$44, 000.00	Library & Information Association of Jamaica (LIAJA)
Disaster Information Management Workshop	2	$85,410.00	Cuba
Writing Skills for Managers	2	$13, 100.00	
Pension Workshop	1	-	Ministry of Finance and Planning
Supervisory Management	2	$72, 732.00	MIND
AccPac Training	8	$60, 000.00	Orbus Technologies Ltd.
Human Resource Development Conference	10	$35,000.00	MIND/JEF/OSC/JCSA
Industrial Relations Workshop	2	-	Ministry of Finance and Planning
University of Technology Jamaica's Marketing Seminar	6	$12, 000.00	University of Technology, Jamaica

NAME OF COURSES	NO. OF PARTICIPANTS	COST	REMARKS
Westmoreland P/L **In-house Training** Computer Troubleshooting	7	-	Branch Assistants
St. Ann P/L **In-house Training** Report & Records Keeping	13	-	
Desk Routines	6	-	
Reference	6	-	
St. Mary P/L **In-house Training** Victim Support Unit Workshop	2	-	Administrative Officer Senior Library Assistant
Teacher/Librarians' Seminars	20	$983, 786.00•	Schools Library Network
Public Sector Training Programme: Basic Computing P.C Support/Maintenance Computer Application Speech Writing Computer Graphics Front Office Food & Beverage	20	-	
TOTAL	**271**	**$3 ,198, 254.00**	

• Please note that 452 Teacher/Librarians participated in the Seminars

HRM 009: MOTOR VEHICLE FLEET INVENTORY 2006-2007

Make of Vehicle	Registration/ Licence	Date of Purchase	Purchase Price	Service Point	Comment
Mitsubishi L 300	8524 BW	1998	$836,300.00	**Jamaica Library Service Headquarters**	Operational
Mitsubishi 4x4 DSL	0997 DL	November 2000	$855,000.00	"	"
Toyota Hiace	8621 DD	October 1999	$694,185.15	"	"
Nissan Patrol	1063 DJ	July 2000	--	"	"
Nissan Bookmobile	9742 AQ	June 1990	US$40,000.00	"	"
Toyota Land Cruiser	2259EU	May 2006	$2,323,509.00	"	"
Toyota Hiace	7409BE	March 1999	$612,601.96	"	Sold March 2007
Mitsubishi L200	9114 DH	2000	$850,000.00	**St. Mary Parish Library Network**	Operational
Mitsubishi Rosa	2535 DZ	2002	$3,175,560.05	"	"
Toyota Hiace	8600 DD	1999	$711,001.34	**St. Thomas Parish Library Network**	Operational
Mitsubishi Rosa	2534 DZ	March 2002	$3,175,560.05	"	"
Mitsibishi Space Wagon	1636BQ	May 2, 1997	$672,000.00	"	Sold March 2007
Mitsubishi Rosa	2532DZ	March 1992	$3,175,560.05	**Clarendon Parish Library Network**	Operational
Mitsubishi Pajero	4231 DB	May 1999	$1,083,500.00	**Hanover Parish Library Network**	Operational
Mitsubishi Rosa	2533DZ	March 1992	$3,175,560.05	"	Operational
Nissan Bookmobile	9743AQ	June 1990	US$40,000.00	**St. James Parish Library Network**	Assessed, MOF&P recommended for sale
Mitsubishi Pajero	5734 BQ	April 1997	$856,603.00		"
Mitsubishi Rosa	2531 DZ	April 1997	$856,603.00	"	"
DAF Bookmobile	0616 AG	February 12, 1980	$82,879.00	**St. Elizabeth Parish Library Network**	Operational
Mitsubishi Pajero	7360 BQ	1997	$970,000.00	"	"
Mitsubishi Rosa	2530 DZ	March 2002	$3,175,560.05		"

HRM 009: MOTOR VEHICLE FLEET INVENTORY 2006-2007

Make of Vehicle	Registration/ Licence	Date of Purchase	Purchase Price	Service Point	Comment
Toyota Hiace	7697 DP	August 13, 2001	$770,000.00	**St. Catherine Parish Library Network**	Operational
Nissan Bookmobile	6981 BY	June 1990	US$40,000.00	"	Assessed, MOF&P recommended for sale
DAF Bookmobile	3024 AE	February 12, 1980	$82,879.00	**Kingston & St. Andrew Parish Library Network**	Operational
Nissan Bookmobile	9747 AQ	June 1990	US$40,000.00	"	"
Toyota Hiace	7596 BQ	July 1997	$937,500.00	"	"
Honda (Solo) M/Bike	6316 E	September 2, 1998	$68,695.65	"	"
Nissan Bookmobile	5877 DZ	April 5, 1998	$1,137,979.00	"	"
Toyota Hilux	8695 DD			"	"
Nissan Bookmobile	9746 AQ	June 1990	US$40,000.00	**Westmoreland Parish Library Network**	Operational
Toyota Corolla	9951 DW	June 1996	$598,499.45	"	"
DAF Bookmobile	7528 AB	Febrary 12, 1980	$82,879.00	**Trelawny Parish Library Network**	Operational
Toyota Hiace	5821 DZ	2003	$1,173,000.00	"	"
Toyota Hilux	7361 BQ	August 1997	$677,614.82	**Manchester Parish Library Network**	Operational
Mitsibishi Panel Van	9293EU	June 2006	$1,139,289.00	**SLN Reg. 3**	"
DAF Bookmobile	0289 AG	February 2, 1980		**Manchester**	Sold 2006
DAF Bookmobile	7280 AH	February 12,1980		"	Sold 2006

HRM 009: MOTOR VEHICLE FLEET INVENTORY 2006-2007

Make of Vehicle	Registration/ Licence	Date of Purchase	Purchase Price	Service Point	Comment
Nissan Bookmobile	9744 AQ	June 1990	US$40,000.00	**St. Ann** **Parish Library Network**	Operational
Toyota Hilux	8630 DD	1999	$829,000.00	"	"
DAF Bookmobile	2154 AF	February 12, 1980	$82,879.00	"	"
Mitsibishi Panel Van	9295EU	June 2006	$1,139,289.00	**SLN Reg. 4**	"
Nissan Bookmobile	9748 AQ	June 1990	US$40,000.00	**Portland** **Parish Library Network**	Operational
DAF Bookmobile	5351 AE	February 12, 1980	$82,879.00	"	Not Operational
Toyota Land Criuser	6404 DR	December 3, 2001	$1,550,000.00	"	"
Mitsibishi Panel Van	9294EU	June 2006	$1,139,289.00	"	"

Total Number of Vehicles - 40
Motorbike   - 1

Appendix IT 001

Internet Connection Information

Parish	*Service Point*	*Internet Connection Type*		*Remarks*
		ADSL	*Dial-up*	
Kingston & St Andrew	*KSAPL*	*ADSL*		
	Higholborn Street Branch Library			*ADSL service unavailable from the telephone exchange close to the library*
	Majesty Gardens Branch Library	*-*	*-*	*ADSL application made, pending installation*
	Edith Dalton James Branch Library	*-*	*-*	*No electricity*
	Port Royal Branch Library	*ADSL*		
	Stony Hill Branch Library	*ADSL*		
	Shortwood Branch Library	*ADSL*		
	Tivoli Gardens Branch Library	*ADSL*		
	Glasspole Avenue Branch Library	*-*	*-*	*ADSL application made, pending installation*
	Parkes Road Branch Library	*ADSL*		
	Harbour View Branch Library	*ADSL*		
	Mavis Bank Branch Library	*-*	*-*	*ADSL application made, pending installation*

Parish	Service Point	Internet Connection Type		Remarks
		ADSL	*Dial-up*	
St. Catherine	St. Catherine Parish Library	ADSL		
	Greater Portmore Library Branch	ADSL		
	Bog Walk Branch Library	ADSL		
	Bridgeport Branch Library	ADSL		
	Hellshire Branch Library	ADSL		
	Kitson Town Branch Library	ADSL		
	Linstead Branch Libary	ADSL		
	Waterford Branch Library	ADSL		
	Old Harbour Branch Library	ADSL		
	Point Branch Library	ADSL		
	Riversdale Branch Library	-	-	*No computer(s)*
	Guys Hill Branch Library	-	-	
St. James	St. James Parish Library	ADSL		
	Anchovy Branch Library	ADSL		
	Mt. Salem Branch Library	ADSL		
	Cambridge Branch Library	ADSL		
	Chatham Branch Library	ADSL		
	Maroon Town Branch Library		Dial-up	
	Somerton Branch Library		Dial-up	

Parish	*Service Point*	*Internet Connection Type*		*Remarks*
		ADSL	*Dial-up*	
Hanover	*Hanover Parish Library*	*ADSL*		
	Green Island Branch	*ADSL*		
	Hopewell Branch	*ADSL*		
	Jericho Branch Library	*-*	*-*	*No telephone service*
Trelawny	*Trelawny Parish Library*	*ADSL*		
	Wakefield Branch Library	*ADSL*		
	Clarkes Town Branch Library	*ADSL*		
	Albert Town Branch Libary	*ADSL*		
	Duncans Branch Library	*-*	*-*	*Installation of ADSL modem pending security of the building to be completed*
	Stewart Town Branch Library	*-*	*-*	*ADSL application made, pending installation*
Manchester	*Manchester Parish Library*	*ADSL*		
	Bellefield Branch Library	*ADSL*		
	Porous Branch Library	*ADSL*		
	Christiana Branch Library	*ADSL*		
	Mile Gully Branch Library		*Dial-up*	
	Newport Branch library		*Dial-up*	
Clarendon	*Parish Library*	*ADSL*		
	Clare McWhinnie Branch	*ADSL*		
	Chapelton Branch	*ADSL*		
	Frankfield Branch	*ADSL*		
	Kellits Branch	*ADSL*		
	Lionel Town Branch	*ADSL*		

Parish	Service Point	Internet Connection Type		Remarks
		ADSL	Dial-up	
	Monymusk Branch	ADSL		
	Pennants Branch	ADSL		
	Spalding Branch	ADSL		
	Aenon Town Branch	-	-	Temporarily Closed
	James Hill Branch	-	-	No computer(s)
St. Ann	St. Ann Parish Library	ADSL		
	Ocho Rios Branch Library	ADSL		
	Moneague Branch Library	ADSL		
	Claremont Branch Library	ADSL		
	Bamboo Branch Library	ADSL		
	Brown's Town Branch Library	ADSL		
	Discovery Bay Branch Library	ADSL		
	Runaway Bay Branch	ADSL		
	Mount Zion Branch Library	-	-	No telephone line & computer(s)
	Watt Town Branch Library	-	-	
	Sturge Town Branch Library	-	-	
	Linton Park Branch Library	-	-	
	St Dacre Branch Library	-	-	No internet service
St. Mary	St. Mary Parish Library	ADSL		
	Gayle Branch Library	ADSL		
	Highgate Branch Library	ADSL		
	Annotto Bay Branch Library	ADSL		
	Oracabessa Branch Library	ADSL		

| *Parish* | *Service Point* | *Internet Connection Type* | | *Remarks* |
		ADSL	*Dial-up*	
Portland	*Portland Parish Library*	*ADSL*		
	Buff Bay Branch Library	*ADSL*		
	Hector's River	*ADSL*		
	Hope Bay Branch Library	*ADSL*		
	Long Bay Branch Library	*ADSL*		
	Manchioneal Branch Library	*ADSL*		
	Mt. Pleasant Branch Library	*ADSL*		
St. Thomas	*St. Thomas Parish Library*	*ADSL*		
	Port Morant Branch Library	*ADSL*		
	Seaforth Parish Library	*ADSL*		
	Heartease Branch Library	*-*	*-*	*No Computer*
	Yallahs Branch Library	*-*	*-*	*Closed for Renovation*
	Cedar Valley Branch Library	*-*	*-*	
	Cheswick Branch Library	*-*	*-*	*No telephone service since Hurricane*
St. Elizabeth	*St. Elizabeth Parish Library*	*ADSL*		
	Malvern Branch Library	*ADSL*		
	Santa Cruz Branch Library	*ADSL*		
	Southfield Branch Library	*ADSL*		
	Elderslie Branch Library			*No phone line*
	Junction Branch Library	*ADSL*		
	Springfield Branch Library			*Closed*

Parish	*Service Point*	*Internet Connection Type*		*Remarks*
		ADSL	*Dial-up*	
	Balaclava Branch Library	*ADSL*		
	Warminster Branch Library			*No phone line*
	Lewisville Branch Library			*No phone line*
	Nain Branch Library	*ADSL*		
	Red Bank Branch Library			*No phone line*
Westmoreland	*Westmoreland Parish Library*	*ADSL*		
	Whitehouse Branch Library	*ADSL*		
	Negril Branch Library	*ADSL*		
	Bethel Town Branch Library		*Dial-up*	
	St. Leonards Branch Library		*Dial-up*	
	Petersfield Branch Library	*ADSL*		
	Beeston Spring Branch Library			*No phone line*
	Darliston Branch Library		*Dial-up*	

Internal Audit Department   <u>**APPENDIX IA 001**</u>

Summary of Achievements 2006-2007

OBJECTIVES	ACTIVITIES	IMPACTS/ACHIEVEMENTS
To ensure: 1. Proper internal controls are in place to safe guard government Personnel and Property. 2. Transactions and associated records are in compliance to governmental policies and regulations. 3. Providing assistance and guidance to staff to effectively carry out their function. 4. Report to Routine Audit Findings to the Director General.	Visited: Hanover & St. James Parish Library Networks; Hopewell, Green Island and Anchovy Branch Libraries	Improved Management of Stores and inventory. Accounting records brought up to date by eliminating backlog. Assisted in the training of new accounting personnel. Improvement in accounting for income generating activities. Installment of safes in branches. Improvement in security. Increased adherence to FAA Act and other guidelines.
	Visited: St. Ann & Portland Library Networks; Ocho Rios, Buff Bay, and Long Bay Branch Libraries	Improvement in Stores management and accounting for income generating activities. Improvement in security
	Visited: St. Mary & Westmoreland Parish Library Networks; Oracabessa, Highgate, Annotto Bay, Whitehouse and Negril Branch Libraries	Improvement in Stores management and accounting for income generating activities, and overall improvement in accounting practices. Improvement in security. Increased adherence to FAA Act and other guidelines.

Internal Audit Department   <u>**APPENDIX IA 001**</u>

Summary of Achievements 2006-2007

OBJECTIVES	ACTIVITIES	IMPACTS/ACHIEVEMENTS
To ensure: 1. Proper internal controls are in place to safe guard government Personnel and Property. 2. Transactions and associated records are in compliance to governmental policies and regulations. 3. Providing assistance and guidance to staff to effectively carry out their function. 4. Report to Routine Audit Findings to the Director General.	Visited: Manchester & Clarendon Parish Library Networks; Lionel Town, Kellits, Spalding, Porus and Christiana Branch Libraries	Improvement in inventory control, Stores and internal control procedures. Improvement in security. Increased adherence to FAA Act and other guidelines.
	Visited: St. Elizabeth & Trelawny Parish Library Networks; Duncans, Clarks Town, Santa Cruz, Southfield and Malvern Branch Libraries	Improvement in Stores management and accounting for income generating activities. Improvement insecurity. Increased adherence to FAA Act and other guidelines.
	Visited: St. Catherine, St. Thomas and Kingston & St. Andrew Parish Library Networks; Linstead, Portmore, Old Harbour, Harbour View and Stony Hill Branch Libraries	Improvement in Stores management and accounting for income generating activities, and overall improvement in accounting practices. Improvement in security. Increased adherence to FAA Act and other guidelines.

DIRECTORS COMPENSATION

Position of Director	Fees ($)	Motor Vehicle Upkeep/Travelling Allowance or Value of Assignment of Motor Vehicle ($)	Honoraria ($)	All Other Compensation including Non-Cash Benefits as applicable ($)	Total ($)
Director, Public Library Network	-	252,000.00	-	1,541,820.00	1,793,820.00
Director, School Library Network	-	252,000.00	-	1,577,089.00	1,829,089.00
Deputy Director, Administration	-	180,000.00	-	1,163,214.94	1,343,214.94
Acting Deputy Director, Administration	-	25,482.00	-	358,632.00	384,114.00
Deputy Director, Library Technology	-	180,000.00	-	1,234,851.00	1,414,851.00
Deputy Director, Database & Network	-	150,000.00	-	1,200,722.00	1,350,722.00
Internal Auditor	-	180,000.00	-	1,018,331.33	1,198,331.33
Acting Senior Accounting Officer	-	120,000.00	-	1,297,297.00	1,417,297.00
Acting Budget Officer	-	120,000.00	-	1,265,724.00	1,385,724.00
Regional Director, Region 1	-	180,000.00	-	1,439,245.00	1,619,245.00
Regional Director, Region 2	-	180,000.00	-	1,700,910.00	1,880,910.00
Regional Director, Region 3	-	180,000.00	-	1,698,960.00	1,878,960.00
Regional Director, Region 4	-	180,000.00	-	1,703,536.00	1,883,536.00
Regional Director, Region 5	-	180,000.00	-	1,581,905.00	1,761,905.00
Regional Director, Region 6	-	1,439,245.00	-	15,933,691.08	17,372,936.08

SENIOR MANAGEMENT COMPENSATION

Position of Senior Executive	Salary ($)	Gratuity or Performance Incentive ($)	Travelling Allowance or Value of Assignment of Motor Vehicle ($)	Pension or Other Retirement Benefits ($)	Other Allowances ($)	Non-Cash Benefits ($)	Total ($)
Board Chairman	43,125.00	-	18,034.48	-	-	-	61,159.48
Chair, Finance Committee	40,875.00	-	19,100.00	-	-	-	59,975.00
Chair, HR Committee	14,250.00	-	-	-	-	-	14,250.00
Chair, Audit Committee	6,000.00	-	-	-	-	-	6,000.00
Chair, Development Committee	19,500.00	-	-	-	-	-	19,500.00
Board Member 3	13,500.00	-	-	-	-	-	13,500.00
Board Member 4	9,000.00	-	-	-	-	-	9,000.00
Board Member 5	21,000.00	-	-	-	-	-	21,000.00
Board Member 6	-	-	-	-	-	-	-
Board Member 7	-	-	-	-	-	-	-
Audit Committee Member 1	5,250.00	-	-	-	-	-	5,250.00
Audit Committee Member 2	3,750.00	-	-	-	-	-	3,750.00
Audit Committee Member 3	3,750.00	-	-	-	-	-	3,750.00
Audit Committee Member 4	3,750.00	-	-	-	-	-	3,750.00
Director General	3,242,429.04	-	477,708.00	-	-	-	3,720,137.04
Senior Director	2,372,401.86	-	477,708.00	-	-	-	2,850,109.86

Director , Finance	1,648,208.69	-	252,000.00	-	-	-	1,900,208.69
Director, Human Resource Management & Administration	1,513,450.20	-	252,000.00	-	-	-	1,765,450.20
Director, Human Resource Management & Administration	769,500.00	-	126,000.00	-	-	-	895,500.00
Director, Information Technology	-	-	-	-	-	-	-