

## Library Board Minutes January 23, 2020

The Rideau Lakes Public Library Board held a meeting at the Portland Branch on Thursday January 23<sup>rd</sup>, 2020 at 12:00 p.m.

**Roll Call** was taken and the following Board Members were in attendance: Peggy Fletcher, Doug Franks, Maxine Weber, Pam Cairncross, Mandy Fleming, Becky White-Thompson, Howard Sedding, and Marcia Maxwell.

Regrets: Derik Hodgson.

Staff: Vicki Stevenson.

### **Introductory remarks**

### **Adoption of the Agenda**

Moved by: Howard Sedding

Seconded by: Becky White-Thompson

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

**Declaration of Conflict of Interest.** None.

### **Adoption of Consent Agenda items**

RESOLUTION #20-01

Moved by: Doug Franks

Seconded by: Pam Cairncross

The Rideau Lakes Public Library Board approves the Consent Agenda items: November 2019 Board Minutes, the January CEO report, and the November 2019, December 2019, and year end statistics.

Carried.

**For Discussion:**

- a) Board Work Plan
  - Annual report to start in the fall, September 2020.
  - 2019 will be based on presentations and highlights
- b) Strategic Plan release and feedback.
  - Launched week of January 6 to 10<sup>th</sup> 2020.
  - Community partners and neighbours have commented positively.
- c) Ad hoc Marketing committee
  - Mandy, Howard, Becky and possible community member.
  - Shared the new library card designs for the campaign in March and plans to boost membership.
- d) Draft budget 2020 status
  - Year end figures suggest a revised, lower total request 3.9% on municipal funds.

RESOLUTION #20-02

Moved by: Pam Cairncross

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the second draft of the 2020 Budget request on the municipal levy to be presented to Council.

Carried.

- e) Board bylaw review
  - Number of meetings now possible as a minimum of seven due to changes in PLA legislation from Bill 132.
  - Consider keeping it at 10 a year with possibility of cancelling meeting due to inclement weather or illness without a need for rescheduling.
  - Keep schedule to 10 meetings a year, taking July and December off.
  - Committees needed – keep standing committee for Human resources and create Ad Hoc committees as need arises.

RESOLUTION #20-03

Moved by: Howard Sedding

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approve of changes to Board Bylaws as discussed.

Carried.

- f) South Elmsley Relocation update

- OPP relocation seems to be on track.
- Invited input from the community with an idea board at SE branch. Feedback from some community members is they are looking for an open, bright space with ample seating but also with the option of a quiet area.
- Ad hoc committee Accommodations Committee (Doug, Peggy, Becky, Marcia, and Maxine) to meet late February & March to tour the facility.

**Advocacy update:**

- Board shared good news story about grandparents attending library programs in Portland and learning about library services from there. Also younger people in their 20s with good memories of the library as kids are getting involved in the library again.
- Get a Grip campaign successful – all pairs of ice cleats were distributed in December.

**Financial statements:**

RESOLUTION #20-04

Moved by: Becky White-Thompson

Seconded by: Pam Cairncross

The Rideau Lakes Public Library Board accepts the December 2019 and January 2020 financial statements.

Carried.

**Friends of the Library:**

- Peggy Fletcher and Laura Lee attended the January meeting and the Friends are going to support the Family Literacy Event and the purchase of a new Die-cutter (which can be used for programs internally and also by teachers, daycare workers, scrap-bookers, quilters, etc in the community).
- Possible fundraiser for the fall: a sports equipment sale/ swap.

**Adjournment:** Meeting adjourned at 1:30 p.m. moved by Pam Cairncross, seconded by Howard Sedding.

**Next meeting:** The next Library Board meeting will be the Portland Branch February 27, 2020 from 12 pm to 1:30 p.m.