

## Library Board Minutes March 25, 2021

The Rideau Lakes Public Library Board held a meeting by videoconference on Thursday March 25, 2021 at 12:00 p.m.

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

Regrets: Howard Sedding

Staff: Vicki Stevenson.

### **Introductory remarks:**

### **Adoption of the Agenda**

Moved by: Pam Cairncross

Seconded by: Derik Hodgson

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

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

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

RESOLUTION #21-09

Moved by: Becky White-Thompson

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the Consent Agenda items: the February 25, 2021 Board minutes, the March 2021 CEO report, and the February 2021 statistics.

Carried.

### **Financial statements:**

RESOLUTION #21-10

Moved by: Pam Cairncross

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves the March 16, 2021 Balance and Income financial statements.

Carried.

**For Discussion:**

a) 2020 Financial statement from the Auditor

- Consistent with our records, no areas of concern.
- Surplus of \$30,454.00 explained through savings in 2020 and reimbursements.
- Motion needed to transfer surplus to reserves.

RESOLUTION #21-11

Moved by: Derik Hodgson

Seconded by: Pam Cairncross

The Rideau Lakes Public Library Board accepts the Auditor's 2020 Financial Statement.

Carried.

RESOLUTION #21-12

Moved by: Becky White-Thompson

Seconded by: Doug Franks

The Rideau Lakes Public Library Board agrees to move the 2020 surplus of \$30,454.00 to the Development Reserve fund, earmarked for the South Elmsley facility development in 2021.

Carried.

b) Budget 2021 and pay grid

- Budget municipal request is set at 1% with a 1.5% increase to the pay grid (1% towards Pay Equity maintenance and a 0.5% Cost of Living Allowance).

RESOLUTION #21-13

Moved by: Pam Cairncross

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library approves the final 2021 Budget and 1.5% pay grid for 2021.

Carried.

c) Fundraising:

- Golf tournament at Lombard Glen: under new management as of April 1 so hopefully still possible with a potential date in mid-September.

- Will investigate lottery license restrictions.
- Board appreciate the idea of a donor recognition wall in the new South Elmsley facility.

d) Signage – the Township is updating for consistency and branding at new buildings and priority spaces so will provide the library with new, exterior signage. The library will also have a presence on electronic signs soon to be installed in Elgin and South Elmsley.

e) Lombardy school arrangement

- Looking to support the school library learning commons in other ways than keeping the database in place and will maintain a community connection.
- The CEO and chair will draft a letter with a schedule to outline procedures, collection separation, and future relationship.

f) Risk management:

Recovery roadmap

- Timelines provided to map out the way back to full service levels but depend on public health recommendations.

**Advocacy update:**

- CELA service cuts and possible ending of service by 2024-2025. CEO will provide further information.

**Friends of the Library:** Looking towards fall 2021 for more activity.

**Adjournment:** Meeting adjourned at 1:12 p.m. moved by Pam Cairncross, seconded by Marcia Maxwell.

**Next meeting:** The next Library Board meeting will be via Zoom Thursday April 22, 2021 from 6 pm to 7:30 p.m.