

Library Board Minutes May 27, 2021

The Rideau Lakes Public Library Board held a meeting by videoconference on Thursday May 27, 2021 at 6:00 p.m.

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

Regrets: Becky White-Thompson

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 #21-20

Moved by: Howard Sedding

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves the Consent Agenda items: the April 22, 2021 Board minutes, the May 2021 CEO report, and the April 2021 statistics.

Carried.

Financial statements:

RESOLUTION #21-21

Moved by: Derik Hodgson

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the May 11, 2021 Balance and Income financial statements.

Carried.

For Discussion:

a) Lombardy Public School letter of agreement

- The Board will give notice to the Upper Canada District School Board to terminate the Library Services Agreement. Details include separating the collections and migration of the catalogue records of all Lombardy Public School materials plus any donated public library items acceptable to the school.

RESOLUTION #21-22

Moved by: Pam Cairncross

Seconded by: Doug Franks

The Board approves sending a letter as soon as possible giving notice of termination to Upper Canada District School Board and Lombardy Public School detailing timelines and conditions for withdrawal.

Carried.

b) Portland Community complex updates

- Well attended online public meeting May 17 held by +VG Architects.
- Encourage everyone to fill out the survey

c) Policy Review:

- S-1 Circulation: goal is to lower barriers to membership and borrowing at the library.
- The Board will waive fines on new DVDs and interlibrary loans, meaning the Library will be completely fine free.

RESOLUTION #21-23

Moved by: Doug Franks

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library approves the changes to the following policy S-1 Circulation to be renamed S-1 Membership and Borrowing.

Carried.

d) Collection Development Plan 2021

- Five goals to improve the collection include: weed out dated titles, aim for 50% of the collection to be 7 years old or less, diversify collections, boost juvenile title purchasing in the 2022 budget, increase the budget for digital resources, enhance alternatives to

print.

RESOLUTION #21-24

Moved by: Pam Cairncross
Seconded by: Howard Sedding

The Rideau Lakes Public Library approves and adopts the 2021 Collection Development Plan.

Carried.

e) SE Build budget updated:

- 50% of items have been ordered, purchased, or are already in place.
- Council has chosen a general contractor, R J Bergeron, and the timeline looks promising, outside of expected delays in materials.

f) Reciprocal borrowing with Athens Public Library

- Updated terms of agreement (last signed in 2009)

RESOLUTION #21-25

Moved by: Pam Cairncross
Seconded by: Peggy Fletcher

The Rideau Lakes Public Library agrees to sign renew the Reciprocal Borrowing Arrangement with Athens Public Library.

Carried.

Risk management:

Ontario Re-opening stages (if targets are met)

- June 2 will allow computer bookings, curbside only (pre and Stage 1)
- July 5 open for in-person browsing 25% capacity and computer use (Stage 2)
- July 26 open for in-person browsing 2m distancing and computer use (Stage 3)

Advocacy update:

Friends of the Library: Ready to assist in the purchase of promotional totes. Participating in the June 1 Virtual Author Talk, Jill Heinerth.

Adjournment: Meeting adjourned at 7:32 p.m. moved by Pam Cairncross, seconded by Howard Sedding.

Next meeting: The next Library Board meeting will be via Zoom Thursday June 24, 2021 from 6 pm to 7:30 p.m.