



**Board Meeting: April 28, 2022 2:00 p.m. South Elmsley Branch, 441 Hwy 15**

## Agenda

1. Call to Order.
2. Introductory Remarks: [2]
3. Approval of Agenda. [3]
4. Declaration of Conflict of Interest. [2]
5. Consent Agenda [5]
  - a. March 24, 2022 Board minutes for approval.
  - b. April 2022 CEO report for acceptance.
  - c. March 2022 statistics for review.
6. Financial statements. [5]
7. For discussion/decision
  - a. 2022 Budget approval [10]
  - b. Audit and 2021 Financial statements [5]
  - c. New mileage rates (Res-#44) [5]
  - d. Scheduling and library programs (Rec-#45) [15]
  - e. Risk management: Covid19 measures re: sick leave [5]
8. Advocacy: [5]
9. Friends of the Library: Friends April meeting update [5]
10. Adjournment – Next meeting: **Thursday June 23, 2022** location TBD.

### Strategic Priorities

#### √ Spaces

*The Library will make our spaces more accessible and friendly to an aging population and be welcoming to new families.*

#### √ Stories

*The Library will ensure that the community knows what we have to offer and how we can help.*

#### √ Services

*The Library will review community needs and respond with innovative services.*

*Included in your package: April Agenda & CEO Report; draft March 24 2022 Board minutes; March 2022 statistics; April 22 2022 Balance and Income Statements, Final 2022 Budget, 2021 Financial Statements KPMG, Council correspondence: GG Recommendation #45, Resolution #44.*

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## CEO Report

- We're officially OPEN at South Elmsley!! Both events, the Open Doors April 9 and Official Opening Day April 16, were well attended and extremely positive. Some of the reactions overheard from patrons were "Worth the wait", "Just beautiful!", and my favourite, "How did we get so lucky?!"
- We made a whopping \$1,953.78 at the Ginormous book sale. A big thank you to all of our hardworking staff and volunteers for making this, our 20<sup>th</sup> annual book sale according to Liz, such a success. Thanks also to Township staff for their help with the remainders. One lovely story was the 15 boxes of books that were gratefully carted off for a tiny library in Newfoundland.



### *Spaces – Facilities update*

- All programs booked in the Ron E Holman Municipal Complex (REHMC) have been postponed or relocated as the hall is getting a makeover and will be re-opened May 1, 2022. The Friends will be using the South Elmsley Branch as a meeting space beginning this month.
- We have re-arranged programming in Elgin at the hall based on scheduling conflicts. We appreciate the support of the Board with a letter to Council clarifying library program objectives for the April 11<sup>th</sup> meeting.

### *Stories – Marketing*

- Programming continues for kids and adults with in-person activities and, when the weather cooperates, we take it outside; our Monday kids' group made the front cover of the Westport Review Mirror! We look forward to our free Family Earth Day event, Friday April 22, in partnership with the Township and Rideau Lakes Horticultural Society. Families will enjoy planting seeds to take away and a meal.
- We have been approved for our two student positions through the Canada Summer Job Grant, including a program assistant. This will help to make our summer programs bigger and better!



### *Services – IT and collections*

- We are creating a video tour of our new accessible technology items at the South Elmsley branch including the Zoom Max video magnifier, the Audio Loop, and mobile magnifying lamp.
- Welcome to Maxx Barber, our new student page, who will be working at the South Elmsley branch primarily helping at the MakerSpace with 3D printing.

