

MINUTES of the MEETING of the DEEP RIVER PUBLIC LIBRARY BOARD

Meeting was conducted in person in Program Room following all Covid-19 Restrictions.

DATE: Thursday April 21, 2022 10:00 AM.

BOARD MEMBERS: STATUS:

Anne Hutton	Chair	Present
Lucy Yamazaki	Secretary	Present
Aliya Ebrahim	Library Arts Com Rep	Present
Kathy Hughes	Council Rep	Present
Ann Marie McInall	FOTL Rep	Present
Doug Rodgers	Management Com Rep	Present
Phil Davis		Regrets
Naomi Balla-Boudreau	CEO	Present

1. **DECLARATION OF PECUNIARY INTEREST:**

All Board members were canvassed for any conflict of interest. None was reported.

2. **MINUTES OF THE MARCH 17, 2022 MEETING:**

Motion: That the minutes of March 17, 2022, as reviewed and amended, be accepted.

Moved: Kathy Hughes Second: Ann Marie McInall Motion passed.

3. **BUSINESS ARISING FROM THE MINUTES:** None

4. **CORRESPONDENCE:**

Notification from MP Gallant that funding has been granted for library summer staff.

5. **LIBRARY COVID UPDATE:** Naomi

There was a brief discussion as various COVID restrictions are lifted. Naomi will be following any updates.

6. **FRIENDS OF THE LIBRARY:** Ann Marie

A FOTL meeting took place on March 24, 2022 followed by a second meeting on April 02, 2022. FOTL decided to postpone the spring book sale to May.

7. **OLS (ONTARIO LIBRARY SERVICES) REPORT:** Anne

Anne reported on the Spring Board Assembly meeting via Zoom on April 04, 2022. It included information on election issues and library board appointments since this is election year for municipalities. The report also included information on other library boards in Ontario North.

Naomi submitted a colourful presentation of OLS 2021-2022 year in review. Other information regarding OLS is available online.

8. **LIBRARY REPORT:** Naomi

Naomi submitted her monthly report for March/April, 2022. Some highlights:

- The children's area renovations are completed.
- Volunteers were recommended for the Community Foundations Volunteer Fest.

- The seed lending program has started inside the library.
- Various in-person programs are in the planning stages and will be starting soon.
- The library was granted connectivity funding through the OLS for capital improvements and services at speeds of 50 Mbps.

9. TREASURER'S REPORT: Naomi

Naomi has reviewed financial statements and general ledger reports for March 2022 and reported no areas of concern.

The Town continues to finalize year-end finances. The updated statements will be brought to the Board as soon as the books are closed.

10. STRATEGIC PLANNING: Naomi

The board took part in a discussion of the legacy document. The information gathered may be used to inform our strategic planning process and/or independently as a Board Legacy document, which would highlight the Board's achievements over their four-year term and prepare to transition for a new library board. It was suggested that the legacy document be prepared nearer to the end of the term to include any further additions.

Strategic Planning is on-going. Naomi will keep the Board updated. Kathy suggested the use of a facilitator for the Board/staff planning day.

11. OLD BUSINESS : None

12. NEW BUSINESS :

- Motion: That the library use the Town's Elections Policy: By Law 25-2015 for any upcoming elections.
Moved: Kathy Hughes Second: Aliya Ebrahim Motion passed.
- A discussion took place regarding a memorial for Gladys Oshier. Some suggestions included a tree planting in the garden that could eventually be used for shade for the big window in the children's section or placing of benches within the garden. Naomi will follow up with Barb Shreeve and the Town staff.
- Aliya suggested a library plaque to list all the librarians to date as well as a history of all the locations of the library starting in May, 1947. She presented a very good design for the plaque to be made of wood with the lettering on parchment paper so that changes can be easily made. It was suggested that a request be put in the NRT for any information regarding the history of the library.
- Kathy advised the Board that the Town has requested that the Board's meeting minutes be sent to them digitally.

13. ADJOURNMENT:

14. Next Meeting: Thursday May 19, 2022


.....
Anne Hutton Chair