

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 May 19, 2022 10:00 AM.

BOARD MEMBERS:

STATUS:

Anne Hutton	Chair	Present
Lucy Yamazaki	Secretary	Present
Aliya Ebrahim	Library Arts Com Rep	Absent
Kathy Hughes	Council Rep	Present
Ann Marie McInall	FOTL Rep	Present
Doug Rodgers	Management Com Rep	Present
Phil Davis		Present
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 APRIL 21, 2022 MEETING:

Motion: That the minutes of April 21, 2022, as reviewed and amended, be accepted.

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

3. BUSINESS ARISING FROM THE MINUTES:

- Naomi updated the Board on the status of the tree planting. She is working with Barb, a volunteer with the library garden as well as with Shannon Lapping, Town Operations Foreman.
- Research work continues on the plaque, designed by Aliya to commemorate the librarians as well as a history of the library locations over the years.

4. CORRESPONDENCE:

Two items of correspondence were included in the Board Meeting Package for information purposes: the Ontario Library Association's [Advocacy Alert](#) (May 9, 2022) regarding school libraries and the Federation of Ontario Public Libraries' [Advocacy Update](#) (May 11, 2022) regarding the provincial elections. Neither requires further action at this time.

5. LIBRARY COVID UPDATE: Naomi

Naomi updated the Board with a brief overview of Covid restrictions.

6. FRIENDS OF THE LIBRARY: Ann Marie

Ann Marie attended the Memorial service for Gladys Oshier, a long-time library volunteer.

7. LIBRARY REPORT: Naomi

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

- Discussion on internet speeds and various vendors.
- Program Room bookings for January – April for years 2018-2022. It was noted that bookings declined in May as activities moved outside.

- Several applications have been received for the Canada Summer Jobs program position.
- Naomi met with Petawawa CEO and other similar-sized libraries via OLS networking meetings and took part in an informative Zoom session by the Human Resources Network of Ontario Libraries.

8. TREASURER'S REPORT: Naomi

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

We are anticipating the audit in late May.

9. STRATEGIC PLANNING:

As a component of the planning process, Board members began a PEST analysis, identifying political and economic issues influencing our local environment.

The following political factors were identified as issues for our community:

- Housing (lack of available)
- Infrastructure renewal; water, sewer, roads aging, as everywhere
- West and east end development plans
- Climate change and the environment
- Major industries of CNL and Petawawa Military Base; growth and new projects including NSDF
- COVID and healthcare access; need for more doctors
- Increasing societal polarization (more so internationally), and censorship debates growing in Canada
- Citizens are engaged locally, although this is difficult to measure and compare.

Board members discussed the following economic factors for our community:

- Although Deep River is comparably stable, economic insecurity is growing
- Food bank usage is increasing
- Affordable housing and shrinking rental market
- Businesses experiencing staff shortages
- Volunteers make huge impact locally; now more challenging to find
- Shift to at-home work
- Downtown core is small, but storefronts have been stable during difficult time
- Home-based businesses are strong, but may benefit from additional support
- Young adult population shrinking, as look elsewhere for certain fields of work
- Major employers with very specific skill sets bring new residents
- Affordable and engaged lifestyle, but change in social opportunities can be culture shock
- High expenses to pay for local services
- Library funding is not guaranteed; provincial funding has not increased in decades.

10. OLD BUSINESS :

Motion: That the Operational Policy – The Library and Political Elections OP-14 be accepted as reviewed and amended.

Moved: Kathy Hughes Second: Doug Rodgers Motion passed.

11. **NEW BUSINESS :**

- a. Motion: That Bylaw: Statement of Authority, Powers and Duties BL-01 be accepted with the recommendation to review with the new Board.


Moved: Ann Marie McNall Second: Doug Rodgers Motion passed.

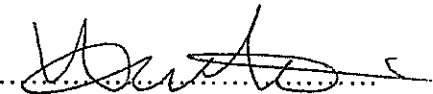
- b. Motion: That Bylaw: Board Composition and Terms of Reference for Officers BL-02 be accepted with amendments, and with the recommendation to review with the new Board.

Moved: Phil Davis Second: Doug Rodgers Motion passed.

ADJOURNMENT:

Next Meeting: Thursday, June 16, 2022


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Anne Hutton Chair


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