

## 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, December 8, 2022 10:00 AM.

BOARD MEMBERS:		STATUS:
Anne Hutton	Chair	Present
Aliya Ebrahim	Library Arts Com Rep	Present
Kathy Hughes	Council Rep	Regrets
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 conflict of interest. None was reported.

2. **Board Meeting Minutes:**

MOTION: That the minutes of November 17th, 2022 be accepted as reviewed.

MOVED: Doug Rodgers SECONDED: Aliya Ebrahim CARRIED.

Note to be aware of acronyms in the minutes going forward.

3. **Business Arising from the Minutes:**

None

4. **Correspondence:**

A letter from the Federation of Ontario Public Libraries (FOPL) and the Ontario Library Association (OLA) to the Standing Committee on Heritage, Infrastructure and Cultural Policy dated November 10, 2022 regarding Bill 23, More Homes Built Faster Act, 2022 was accepted.

5. **Friends of the Library (FOTL) Report:**

Ann Marie reported:

- The Fall Book Sale was successful, raising \$1,628.30. FOTL plans to use a similar set-up in future as fewer volunteers are required and our community is very generous.
- Combined with \$289 from the Taste of the Valley Pop-Up, FOTL's bank account balance is \$16,136.44.
- Members will be wrapping books for the Children's Book Pack fundraiser.
- FOTL will meet in January to determine Bridge and prioritize spending, including the new dishwasher.

6. **Library Report:**

Naomi provided an overview of her report for November. Board Members discussed:

- Kathy Hughes has been appointed Library Council Representative for this term.
- An overview of comparison 2021 data for 10 other libraries serving similar-sized populations.

- Anne and Naomi will provide an orientation to incoming Board members based on the Ontario Library Service guidance documents. Board members suggested keeping it simple, being open to questions, and reviewing operational versus governance responsibilities.
- We will open additional hours, including Mondays starting in January.
- Most volunteers have returned.

**7. Treasurer's Report:**

Naomi reviewed the financial statements and general ledger reports for November, 2022 as included in the Board meeting package. These statements include the employment related costs that were missing earlier this fall. We anticipate a small surplus due to continued COVID delays.

MOTION: That the library transfer any 2022 surplus funds to reserves. MOVED: Ann Marie McInall      SECONDED: Aliya Ebrahim      CARRIED.

Staff will review our reserves policy and/or draft a separate policy to confirm process for surplus funds in future.

**8. Old Business:** None noted.

**9. New Business:**

**a. Fines Free Model:**

As our year piloting a fines free model ends, Board members discussed the CEO's report "Eliminating Fines for the Deep River Library", noting the need to balance revenue loss with an investment in accessibility, engagement of more vulnerable patrons, and moving away from a punitive model to the benefit of staff, volunteers, and community.

MOTION: Starting in 2023, we will make the library fines free going forward. MOVED: Ann Marie McInall      SECONDED: Phil Davis      CARRIED.

**b. Student Wages:**

Student Pages currently receive student minimum wage until the age of 18.

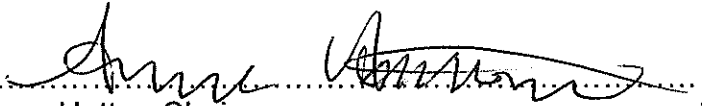
MOTION: In the interests of pay equity, all student pages will be paid the general minimum wage. MOVED: Doug Rodgers      SECONDED: Aliya Ebrahim      CARRIED.

**c. Values Statement:**

Board members were presented with 20 common library values statements and asked to share their top four. The same exercise was conducted with staff, and the CEO will compare to formulate a library values statements.

**10. Adjournment:** 11:20am

Next Meeting: Thursday, January 19<sup>th</sup>, 2023

  
Anne Hutton Chair