

Deep River Public Library Board Meeting Minutes



Date: Thursday, January 19, 2023 10:00 AM.
Location: Library Program Room

Board Members:		Status:
Anne Hutton	Chair	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 conflict of interest. None was reported.

2. Board Meeting Minutes:

MOTION: That the minutes of December 8, 2022 be accepted as reviewed.

MOVED: Doug Rodgers SECONDED: Aliya Ebrahim CARRIED.

3. Business Arising from the Minutes:

None

4. Correspondence:

Volunteers expressed their appreciation for the Board's holiday card, and several patrons sent kind festive wishes.

5. Friends of the Library (FOTL) Report:

Ann Marie reported:

- FOTL met in January. There is community interest in Bridge and Bridge lessons. Gladys will be stepping back from coordinating Bridge, and FOTL is looking for new volunteers to organize and to lead the lessons come September.
- Book Sale is planned for April. Sheila is also stepping back from her organizing role. Frances is helping daily, but we will look for new book sale volunteers.
- FOTL helped wrap Christmas book packs in December, which sold out.
- Account balance at the end of 2022 is \$16,136.44.

6. Library Report:

Naomi provided an overview of her report for December. The Policy and Procedure Development 2023 Calendar was included in the meeting package. Board Members discussed:

- New open hours and staffing levels.
- Increased activity levels and a suggested boot tray for the children's area.

- **New Board Members:** Kathy noted that Council approved the appointment of new members Jen Bergevin, Samantha Johnson, and Bronwyn Kaiser. Thank you to returning members Aliya Ebrahim and Doug Rodgers. Kathy will continue as our Council Representative.
 - The Town will appoint one more member, and will advertise the vacancy.
 - Anne and Naomi have started to compile orientation materials and will offer a special session before the regular February Board meeting.
- At Council's last meeting Kathy recognized Phil and Lucy's length of service to the Library Board (2009 and 2005 respectively), and appreciation to Anne and Ann Marie for their time and commitment.

7. Treasurer's Report:

Naomi reviewed the financial statements and general ledger reports for December, 2022 as included in the Board meeting package.

Board members discussed OP-02 Fine and Fee Schedule.

MOTION: To approve OP-02 Fee Schedule as amended.

MOVED: Kathy Hughes SECONDED: Ann Marie McInall CARRIED.

8. Old Business:

a. Values Statement:

In December both Board and staff reviewed a set of library values, identifying those that best represent our library culture. The Board discussed the five values that emerged from that process. This document is internal for now, but will be posted on our website.

MOTION: To approve the Values Statement as amended.

MOVED: Aliya Ebrahim SECONDED: Kathy Hughes CARRIED.

9. New Business:

a. Policy FN-02: The Role of the Deep River Public Library

This policy, last reviewed in 1997, reflects library service of the time. With our new strategic plan, it is no longer needed.

MOTION: To strike Policy FN-02: The Role of the Deep River Public Library.

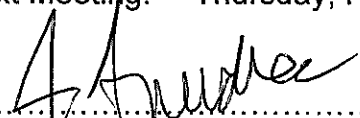
MOVED: Ann Marie McInall SECONDED: Doug Rodgers CARRIED.

b. Appreciation for Board Service

Anne and Ann Marie were presented with flowers and a gift as a token of our thanks for their hard work and many hours as Library Board members since 2015. Phil will be given his gift upon his return. All have made a big impact on our library through a time of significant transition and will be missed.

10. Adjournment: 11:10am

Next Meeting: Thursday, February 16th, 2023 (or as determined by the new Board)



 Anne Hutton Chair