

Deep River Public Library Board Meeting Minutes



Date: Thursday, September 19th, 2024 5:15pm
Location: Library Program Room

Board Members:		Status:
Jen Bergevin		Present
Steve D'Eon		Present
Jessica Freedman	Chair	Present
Kathy Hughes	Council Rep	Present
Samantha Johnson		Present
Bronwyn Kaiser	Secretary	Apologies
Doug Rodgers		Apologies
Naomi Balla-Boudreau	CEO	Present

1. Acceptance of the Agenda

Members agreed to add approval of the March 3rd minutes as a new business item.

MOTION: To accept the Agenda as amended.

MOVED: Kathy Hughes **SECONDED:** Jen Bergevin **CARRIED**

2. Declaration of Pecuniary Interest

None reported. The group clarified pecuniary interest regarding wage discussions.

3. Presentations

None scheduled.

4. Consent Agenda:

a. Acceptance of the minutes of the June 20th Board Meeting.

The May 16th minutes approval was deferred.

MOTION: That the Minutes of the June 20th Board Meeting be accepted.

MOVED: Jen Bergevin **SECONDED:** Sam Johnson **CARRIED**

b. Business Arising from the Minutes:

- i. Governance Survey: CEO to draft and send to the Board – *ongoing*
- ii. Letter to Whitewater Region Library Board – *No suggestions were made to the draft. Jessica to sign and Naomi to send.*
- iii. Share 2023 Annual Report with Mayor and Council – *complete.*

c. Correspondence:

- i. OLA – Advocacy Alert: September 2024 Update with update from Mackenzie Community School's Library Technician.

MOTION: To receive the correspondence item included in the September 19th consent agenda.

MOVED: Kathy Hughes **SECONDED:** Jen Bergevin **CARRIED**

d. Friends of the Library (FOTL) Report: *None at this time.*

e. Library Report:

i. Monthly Report: June - August, 2024

f. Treasurer's Report: August Financial Statements

MOTION: To receive the reports included in the September 19th consent agenda.
MOVED: Sam Johnson SECONDED: Jessica Freedman CARRIED

5. Old Business:

a. Children in the Library Policy

Members discussed additional ways to ensure that the library is safe for babies, clarification around local Children's Aid Society contact, and the location covered by the policy. Naomi will seek Board approval once we have information from the Deep River Police.

6. New Business:

a. 2024 Budget Review: proposal to fund wage increases from 2024 collective bargaining

MOTION: To accept the proposal as written.
MOVED: Jen Bergevin SECONDED: Kathy Hughes CARRIED

b. 2025 Library Fee Schedule

MOTION: To increase non-resident fees for 2025 to \$25/year and increase program room rentals for 2025 to \$80/session or \$35/session for community or non-profit rentals.
MOVED: Kathy Hughes SECONDED: Sam Johnson CARRIED

c. Procurement Policy update

Naomi presented draft revisions of our current policy, noting that the policy refers to the Town's by-law 33-2010 but provides stand-alone guidance for library-specific procurement.

d. Acceptance of the March 3rd Board Minutes

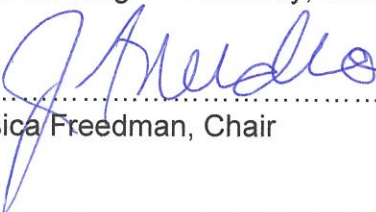
As a special meeting and then deferral of the April meeting due to lack of quorum, we missed approving these minutes.

MOTION: That the Minutes of the March 3rd Board Meeting be accepted.
MOVED: Jessica Freedman SECONDED: Kathy Hughes CARRIED

7. Adjournment.

MOTION to adjourn at 6:32.
MOVED: Jen Bergevin

Next Meeting: Thursday, October 17th at 5:15pm


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Jessica Freedman, Chair