



**MINUTES
GREATER MADAWASKA PUBLIC LIBRARY BOARD**

Wednesday, May 11, 2022 9:00 AM – 10:00am
Location: via ZOOM

Present: Ruth Jones
Nicole McKinnon
Sue Michalicka
Patti McArthur
Lucie Perrier

Absent:
Kate Zeyl

CALL TO ORDER

- The meeting was called to order at 9:01 am

1. APPROVAL OF AGENDA

- Approved by consensus.
- Additions/deletions - none

2. DECLARATION OF CONFLICT OF INTEREST

- None declared

3. APPROVAL OF MINUTES: dated March 9, 2022

- Approved by consensus.

4. CEO Report - Ruth Jones

Operations

- We will continue to work with BIAK over the summer – they supply crafts and have been reliable supports of the Library since before COVID. We had about 50 participants in the last program
- Let's Talk Science: CEO Ruth to confirm if the University will continue to participate over the summer. If they cannot participate, could we get more kits for use over the summer (at the Farmer's Market booth). We have had excellent feedback on the kits. The Grain Farmers of Ontario provided a kit as well.
- TD Reading Club launches in June – they supply material.
- Red Cross: we've been distributing N95 Kits and Rapid COVID tests – CEO Ruth will be ordering more. Patti volunteered to contact the Lion's Club/Matawatchen Hall to see if they would like supplies through the Library so we can assure the community that we're supplying all the Wards.
- Photographers Guild Art Installation is coming – this is an opportunity to have a creative talent outlet.
- Looking for other groups to offer opportunities to learn something new – Tackleshare was one organization we were pursuing (they are currently backlogged). They supply fishing equipment/education to community groups.

Statistics

- 7 new patrons in February
- 554 active patrons
- 1170 checkouts
- 171 digital checkouts
- 50 new books added
- The Library exchange in Griffith continues to grow (Thank you Lesley)
- There was discussion about promoting memberships at the Summer markets in Calabogie, Griffith and Matawatchen. We are actively involved in volunteering for the Canada Day activities in the village.

PROGRAMS AND ACTIVITIES

April

PROGRAM NAME	PROGRAM TYPE	DESCRIPTION
Fri. Apr 4. – REOPEN to the public		
Sat. April 16 - Egg hunt and craft	Outreach	Families can come to find some eggs and stay to work on a craft (or take it home).
Sat. April 23 - Lego Lounge	Creative/ outreach	This is an opportunity for young families to build and play together.
Fri. April 22 - Earth Day packets	Outreach	Families are invited to pick up a packet of earth friendly items.
Sat. April 23 - Word Book Day	Outreach	Patrons are invited to check out books for a chance to win an Indigo gift card.
Thurs. April 28 – Book Club	Adult literacy	Small group session, themed – sharing about the books we have discovered.

May

Fri. May 6 - BIAK	Cultural presentation	BIAK delivers Algonquin teachings, language lessons, songs, and music.
Sat. May 7 - Lego Lounge (am)	Creative/ outreach	This is an opportunity for young families to build and play together.
Sat. May 7 - Mother’s Day craft (pm)	Creative/ outreach	A family craft activity.
Wed. May 18 - OVFC	Presentation	Ottawa Valley Food Co-operative introduction to the food co-operative concept and the ways in which it supports local communities, growers, and vendors.
May 26 - Book Club	Adult literacy	Small group session, themed – sharing about the books we have discovered.

May 31 - Book BINGO prize draw	Child/adult literacy	Readers must complete a row of tasks to receive a ballot to submit for a prize.
May 31 - Weekend Reader wrap-up	Child literacy	At-home reading program.
June		
Sat. June 4 - BIAK	Outreach	Calabogie Summer Market at the Community Centre (1st of 4 visits).
Fri. June 10, Sat. June 11 Book sale & open house	Fundraising/ outreach	PD Day children's activities, book signing, stories, contests/ games/ crafts
Sat. June 25 - '10 Strings'	Fundraising/ presentation	'10 Strings' – musical presentation 'fret' and 'fretless', picnic, games/activities
COMING UP: July 1 - Canada Day Breakfast, & evening festivities	Fundraising/ outreach	We will be looking for 2 more volunteers to help with breakfast and welcome volunteers to help with evening outreach.

Followup

- The Highlander is still running their writing contest over the summer – we are helping to promote.
- Lions' Club Movie night: On hold for now. The Church has an existing license to show movies, the Lion's club has a space. We haven't been able to negotiate a three-way sponsorship.

6. Finance

- **Financial Statement**
 - We finally received our completed Financial statement.
 - The auditors have confirmed we're doing everything correctly.
 - We have this week to formulate and pose questions – we do want to confirm we are receiving money from the Township to reflect their

coverage of our 2021 computer purchases. This should be reflected when the Township finalizes their accounting.

- We would like to inquire if we qualified for any development costs from last year – only some purchases qualify. It is an opportunity to represent our growth differently from larger libraries. Any requests have to reflect growth in the community – we would have to develop and submit a plan.
- Overall – we are pleased with the audit. We had no questions posed to us for clarification.
- We should have an overall financial picture by June.
- Our position to date:
 - We received a substantial financial donation from the Woman’s institute (which sadly subsequently disbanded so they will be unable to continue to sponsor the Nancy Gorra Book Bag Program)
 - Rent showed up for the first time as a line item – since we still cannot bring people in during the day, we are seeking rent relief.
 - Our donations are more than half of our projected target.
 - We continue to have a number of four steady volunteers.
 - We continue to burn through programming expenditures, we we’ll have to look at pursuing other types of support and donations (e.g. paying for craft supplies)
 - Our remaining budget is \$69K plus for the remainder of 2022 – once the computers come off our numbers may look even better.

7. Other Business

Next Meeting – June 8, 2022 @ 9 AM. This will be primarily a financial discussion.

Lucie will be meeting with the St Joe’s PTA – there might be benefit for the Library to participate.

Lucie made a donation of resource materials related to children’s’ financial planning

Lucie suggested summer BBQs as a way to generate donations

8. Adjournment

The meeting was adjourned at 10:04 am

Minutes prepared by Sue Michalicka