



**MINUTES – SPECIAL MEETING
GREATER MADAWASKA PUBLIC LIBRARY BOARD**

Thursday, January 12, 2022, 9:00 AM

Location: via ZOOM

Present: Patti McArthur – Board Chair
Ruth Jones – CEO

Barry Bridges
Sue Michalicka
Nicole McKinnon
Lucie Perrier
Emily (Meyers) Thompson
Kate Zeyl

Absent: Evelyn Miller
Lois Thomson -- Councillor

1. CALL TO ORDER

- The meeting was called to order at 9:05 AM

2. PURPOSE OF THIS MEETING

- The Budget discussion at the January 11 meeting determined that we take a sobering look at the budget we were presenting to Council – primarily at the line items of staffing costs and fundraising in order to deliver on our commitments.
- We believe this was a productive exercise to reexamine our numbers and look for additional efficiencies. Also lack of timely submission of data prevented us from doing this within the timelines we were given by The Township.
- The CEO and Chair were asked to take the effort to adjust the budget presentation to gain approval to present to Council. Despite best efforts, there is not enough time to meet the deadline. In reviewing our minutes with the suggestions and comments, the Board would like to propose that we revert to agree to the first motion made by Lois Thomson: **to defer**

our presentation to the January 19 Council meeting. We require the opportunity to examine all the numbers and program impacts in detail.

- As Board Chair Patti expressed a reluctance to submit our budget proposal in its present form and ask that our presentation be deferred.
- With due respect, the Township was late in advising us of their January 12 meeting, and they were not available to assist with our payroll calculations until the first week in January. A number of changes to the financial data and formulae in the last 2 days complicated meeting the Special Meeting presentation timelines. The Board's discussion yesterday was not in agreement that we had the necessary financial data to be able to make appropriate financial and program decisions and provide a business plan that defined the actual impact on the individual taxpayers.
- Although it was initially thought that we could make few formatting and cosmetic changes that might allow us to submit our presentation and still meet today's arbitrary deadline, it became clear working late into last night that potential options to sharpen our pencils and find more efficiencies that will benefit both the Library operations and the ratepayers remain to be explored. It would be a disservice to both to rush into a presentation today without devoting more time to flesh out these options. Furthermore, neither our CEO nor Board Chair would be prepared to effectively present and answer questions operating on only a few hours sleep.
- Predictably, there are no revised slides to review at this meeting.
- If we agree to a deferral, the additional time will allow us to prepare revised slides and improved numbers. This would allow the Board the time to examine the revised proposal and provide a presentation that will better serve ratepayers as well as support the Library operations more effectively.
- Barry: we need to establish a better internal process to develop and review a business plan that is approved well in advance. We have the components to develop a formalized document.
- In the absence of any discussion, Patti proposed that we formally agree to advise the Township that we defer our submission until January 19.
- Moved by Lucie—seconded by Emily
- Patti proposed to provide the revised materials to the Board by Friday close of business for review.
- The Board will meet Monday 12:30 to review and potentially approve the revisions.

10. ADJOURNMENT

Patti moved to adjourn – with thanks to Ruth for the extraordinary effort expended to address the Boards concerns.

Lucie seconded

Adjourned at 9:32 PM

Prepared by Sue Michalicka