



## MINUTES

### April 12, 2023 PUBLIC LIBRARY BOARD MEETING

**Wednesday April 12, 2023, 11:30am**

**Via: ZOOM/Public**

Present: Patti McArthur – Board Chair  
Ruth Jones – CEO  
Barry Brydges  
Nicole McKinnon  
Sue Michalicka  
Lois Thomson – Councillor  
Emily (Meyers) Thompson

Absent:

Evelyn Miller  
Lucie Perrier  
Kate Zeyl

#### **1. Call to Order**

- 11:31 AM

#### **2. Approval of Agenda**

- Approved by consensus

#### **3. Declaration of any Conflict of Interest**

#### **4. Approval of Minutes March 8, 2023**

- Approved by consensus.

## **5. CEO Report**

### **RECENT DEVELOPMENTS**

#### **March & April**

- March 13-17: March Break activities -- modest participation, but the Children's bingo was very well subscribed
- March 13 - 17 -- MARCH BREAK BOOK SALE Fundraising
- March 24 – Bonnechere Inòdewiziwin Abinòdjìnjish Kikinàmàgan EarlyOn (BIAK) – about 40 participants
- March 25 – PYSANKY EGG DECORATING Fundraising
- April 1 – SPRING Fundraiser with Susan Veale. Fundraising
- April 8 – Easter egg hunt. Five families
- April 15 – Ottawa Valley Community Arts workshop. 12 registrants so far and the OVCA is enthusiastic about making inroads in Calabogie. Nine spaces are still open.
- April 22 – Earth Day – plant able seed paper, peat puck, tree seeds, DIY greenhouse instructible.
- April 28 – Book BINGO for adults and children wraps up at end of month

### **LOOKING AHEAD**

#### **May, June, July**

- May 4-6 – Little Branches, Rural Roots Conference. Held at Arnprior Library an opportunity to network with local libraries
- May 13 – Mother's Day activity ("tea", card-making)
- May 27 – Community Garage Sale (Rain or Shine) . Looking for good quality donations. If you have donations to contribute, you can drop off (for now) with Patti. Ruth will ask the school for temporary storage. But this event will be well publicized so more details will be coming. We have two tables in the community centre. Emily will promote the Library's participation at the PTA so we can benefit from possible donations.
- June 10 – Watersheds launch meeting
- June 13- 17 – Community launch with SJC (picnic – TBD)
- June 12 – TD Summer Reading Club launch
- July 1 – Canada Day breakfast & outreach. Looking for volunteers.

### **STAFF CHANGE**

- Madeline O’Neill has secured full-time work and will be leaving. We will be seeking a replacement.

### **BOARD CHANGE**

- Evelyn Miller has departed

### **RED CROSS**

- Stop the Spread Campaign has ended – will no longer be supplying masks and COVID test kits

### **SHELVING**

- Replacement library grade shelving to be installed in children’s area today (April 12)

### **international Dyslexia Association (IDA)**

- 2023 Grant application submitted. Will fund materials to assist people with dyslexia

### **OLS**

- Public Library Survey due April 28 (secures funding for 2024)

### **BOOK CLUB**

- to reconvene on May 17, 2023; contact is Trish Edwards:  
[brlphe@icloud.com](mailto:brlphe@icloud.com)

### **Outreach program for seniors**

- offering programs to provide connections for seniors in community care

## **6. Finance Report**

- We have received an initial financial statement from the township (post audit) for our review. We have submitted a number of queries because the Township numbers for expenses are little higher than our records.
- Patti will raise our questions with the Finance Subcommittee to identify our variances before the Audit is approved by the Township.
- The bank is ready to launch our account – just waiting for the information on the second signatory.

### **Watershed grant received yesterday!!**

- Patti to confirm our liability insurance with the township
- First soft launch session is June 10<sup>th</sup> at the Calabogie Community Center and will coincide with the school end of year picnic at Barnet Park. (Following week to be confirmed with school).

- We have tentative meetings with OPG, the Lions and Matawatchen Hall to coordinate synergies when we can publicly announce our Watersheds partnership
- Meeting with Watershed scheduled for this Monday to determine what supplies will be provided to cover the grant monies being provided
- Lois – congrats to everyone who worked so hard to make this program a reality

## **7. Other Business**

- Board Resignation
  - Evelyn has regretfully offered her resignation from the Board because of family commitments. We genuinely thank her for her support and participation.
- Volunteer for Highlander Updates
  - Skippy Hale is leaving Calabogie and will be giving up her role as Library reporter; Lois is looking for a replacement.
  - The role would require collecting photographs of Library programs and activities and providing 600 words on Library activities. Important to include details on New Arrivals to encourage participation in the Library.
  - NOTE: Children’s photos are not identified by name in the publication.
  - Sue apologized to Lois for not submitting the content for promotional posters on Library programs – but committed to work with Ruth to provide content in the next two weeks.
  - Because of a number of anticipated absences for the May meeting it may be required to shift the time of the meeting to ensure we have quorum. May will be an important meeting because of the status of the Watershed program

## **8. Adjournment**

- moved to adjourn the meeting: Lois
- Seconded: Nicole
- Meeting was adjourned at 12:15

Prepared by Sue Michalicka