



## MINUTES

### May 17, 2023 PUBLIC LIBRARY BOARD MEETING

Wednesday May 17, 2023, 11:30am

Via: ZOOM/Public

Present: Patti McArthur – Board Chair  
Ruth Jones – CEO/Treasurer  
Barry Brydges  
Nicole McKinnon  
Lois Thomson – Councillor  
Kate Zeyl

Absent:

Emily (Meyers) Thompson  
Lucie Perrier

#### 1. Call to Order

- 11:38 AM

#### 2. Approval of Agenda

- Approved by consensus

#### 2. Declaration of any Conflict of Interest

- None

#### 4. Approval of Minutes April 12, 2023

- Approved by consensus

## **5. CEO Report**

### **RECENT DEVELOPMENTS**

**TRAINING – Little Branches, Rural Roots Conference; ILL training; Barry B to OLS Board info session in Pembroke.**

**STAFF CHANGE – Will be looking to hire an additional staff member to support programming.**

**STAFF CHANGE –GMT student hire might benefit the library if student needs 35 hours .**

### **Programming**

**BOOK CLUB to reconvene on May 17, 2023 1- 2:30; contact is [gmpllc.book.club@gmail.com](mailto:gmpllc.book.club@gmail.com)**

**PRESCHOOL program moved to Thursday morning.**

**Watersheds Canada booklet development in ‘full swing’– due to printer end of next week.**

**Will look to include a local/ business insert.**

**TDSRC – planning begins– will be weekly on Thursday mornings following pre-school**

**45 Anniversary – story collection begins**

### **Promotions**

**Madawaska Highlander– thank you**

**FUNDRAISING – May 27 Garage Sale**

**FUNDRAISING – committee (friends of the library)**

**FUNDRAISING – July 1 pancake breakfast, Canada Day prize table**

**FUNDRAISING – movie night, escape room murder mystery, under the stars (Fractured Crow), golf tourney?**

## **OUTREACH**

### **Markets – July 15, August 19, September 9**

#### **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