



MINUTES

OCTOBER 11, 2023, PUBLIC LIBRARY BOARD MEETING

Wednesday, October 11 2023, 11:00 am

Via: ZOOM/Public

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

Absent:
Ruth Jones – CEO/Treasurer

Member Emeritus
Lucie Perrier

1. Call to Order

(An attached Briefing Notes has been attached for review and future discussion)

2. Approval of Agenda

- Approved by consensus

3. Declaration of any Conflict of Interest

4. Approval of Minutes Dated September 19, 2023

- Approved by consensus

5. CEO Report

SEPTEMBER PROGRAM DEVELOPMENTS

- Movie Night – Clifford the Red Dog drew a number of young and old – kids voted on the next scary movie for October. There was a big ballpark tournament going on, so parents brought in a large cohort of children to fill out the audience. Many thanks to Jean Libbey for hosting the venue and equipment.
- Weekend Readers – Students from St. Joseph’s signed up by second week in September.
- Book Club – Book Club met mid-month for a lively discussion and fellowship.
- Pre-School Drop-In and Classroom Visits – Storytime, crafts and learning across the age groups of toddlers to 12 years.

FUNDRAISERS AND DONATIONS

- Clifford the Red Dog – Donations for snacks (\$110).

FACILITY AND LEARNING ADDITIONS

- Seating Area – Tables and Chairs for games/reading in the Hall area (can be used for reading assistance for St. Joseph’s kids)
- Learning Aids for Dyslexia – Some of the materials associated with our IDA Grant have been ordered and received for borrowing.

UPCOMING PROGRAM ACTIVITIES

- Hallowe’en costume library and/or exchange – will accept donation through September and early October
- Movie nights – continue (October 28, November moved to Dec 2)
- Book Club – October 18 – 1pm at the Library (We Should Not Be Afraid Of The Sky)
- Pre-School Drop-In and Classroom Visits - continue

- Indigenous Learning – BIAK attended early October for singing, drums and indigenous learning with the Public and some of the St. Joseph’s students
- Looking for people to host passive activities like Scrabble, chess, cards, euchre, knitting/ crochet (“In Stiches”, etc.)

FUNDRAISERS

- 45 Anniversary – slated for Saturday, November 4th starting at 9 AM and going to 2 PM– combined with volunteer appreciation lunch and open house.
 - Activities will include a tribute to Lucie’s contributions to the Library community
 - Beavertails are to be confirmed as part of the celebrations (Ruth secured the truck for two days)
 - Efforts will be made to promote the availability of the Beavertails – possible as an incentive to participation in the celebrations
 - GMPLLC Library archives will be on display - Skippy
 - The Mayor/Council/Township staff will be invited; realtors will also be invited in an effort to have them promote the availability of a library in the Township
 - Barry advised that the Anniversary is not yet featured on either the Library or Township websites. Patti to follow-up.
 - The Board is encouraged to attend
- Looking for your library stories/ memories/ recollections for a book. Favorite book quotes, etc. ***
- Sourcing pictures of founders: Dr. Catherine Downing, Eileen Brydges, Margaret Norton, Karen Cockwell
- Reduced staffing availability through October – increase in Volunteer activity. The CEO will be on extended leave.

6. Finance Report

BUDGET 2024 PREPARATION

- GMT CAO targeting November 30 for presentation of 2024 budget at Special Council Meeting

- Presentation content from 2023 was clear and well received – similar slides ok
- CAO has indicated an increase in the projected COLA amount from 2% to 3% (to be presented and approved at the Council Budget Meeting)
- Rent from St. Joseph’s will be calculated by the School Board after year end. The population of the student body/expenses has increased, affecting numbers.
- We will plug in an increase of 5% (range has been 1% to 19% in the past)
- Insurance +10% -- Lift maintenance unknown – we will keep current numbers
- GMT CAO will adjust our staffing spreadsheet with regulatory changes (workers comp, CPP etc.)
- November GMPLLC Board Meeting will review and vote to approve Budget 2024
- We can expect to receive monies from the province of Ontario for continued service to GM.
- We aim to continue to contribute to library revenues through donations and fundraising as well. We will seek more corporate sponsors for our 2023 service delivery also.

FINANCIAL REPORT

- There is a pay period lag in accurate numbers, but all indications are that we are on target
- Our Ontario Transfer Payment was submitted last week – but there was a small glitch in that we had to supply our new banking information and supplier number. However, there was no indication that this would be problematic.
- We are on target (under budget) on staffing, but we do anticipate some overtime to cover staff absences.
- Operation costs are currently under budget. We incur additional program costs in the last quarter that will align our operations budget.
- We still have anticipated expenditures related to the Nancy Gorra Baby Book Bag Program as well as the Advent Book programs.

We have to wait until we get accurate participation numbers before we spend.

- “Invisible” funding, such as the Watersheds Grant will be included in our 2023 Budget recap for the Township. We received goods and services valued at \$10,000 (Backpacks and expertise)

7. Other Business

Next Meeting – November 8. We expect to have all the financial information available for review and approval.

8. Adjournment

- Meeting was adjourned at 11:30
- Approved by consensus

Prepared by Sue Michalicka