



MINUTES

TUESDAY, May 13, 2025 – PUBLIC LIBRARY BOARD MEETING

Tuesday, May 13, 2025, 9:00am

Via: ZOOM/Public

Present:

Patti McArthur – Board Chair
Ruth Jones – CEO/Treasurer/ Secretary
Barry Brydges
Nicole McKinnon
Emily (Meyers) Thompson
Lois Thomson - Councillor

1. Call to Order

- 9:00 am

2. Approval of Agenda

- Additions/deletions – Lois requested an update on library policy review
- Approved by consensus

3. Declaration of any Conflict of Interest

- None

4. Approval of Minutes Dated April 9, 2025

- Approved by consensus

5. Finance Report – Q1

- Finance Committee Review of Q1 – Approved by consensus.
- Patti and Ruth have requested viewing access to GMT system-generated reports so that they can have a clearer understanding of the numbers represented (PDF view is limiting).

- Meeting with GMT to satisfy 2024 liability and provide cheques for revenues for 2025 – Treasurer is away this week.
- Charitable report for CRA – is underway, with a mail strike looming—need to get it in the mail.
- Cheques to go to GMT for 2025
 - Connectivity Grant (\$1704)
 - Inter-library load rebate (\$504)
- Vote to issue an EFT of \$11,817 2025 PLOG funds to GMT in December so that they land in the Township account within the year. Approved by consensus. RBC has advised that the max. EFT transfer amount is \$10,000, so the funds will be made in two separate payments.

6. What's New?

- Watersheds Water Rangers kits have arrived. Ruth asked Nicole about the timing of the Aird's Lake fishing derby, which is set for July 5, 9am - 1pm. Ruth is to confirm with the Fish & Game Club that the library would be welcome to bring the [Water Rangers kits](#) and the Nature Discovery backpacks to the event. Patti and Lois said they might be available. Nicole can help with setup.
- Canada Day
 - Patti has requested the library's permit for breakfast from the RCDHU
 - Volunteers – we have enough, but a few more won't hurt.
 - Space is booked from Friday. Patti acknowledged that the Community Hall will be the backup location for Canada Day activities in case of rain, so help with cleanup would be great—especially if the weather is bad.
 - We would like to have more food ready earlier—and this might require an 8am start for some volunteers. The 2024 coffee took a long time to brew—and volunteers need this ready!
 - Lois has requested a library table with handouts, and membership applications/ cards—the library will have these items available/ set up.
 - Barry suggested that we ask breakfast attendees whether they are library members (We can also ask whether they would like to donate to the library!)

7. Other Business

- Discussion about temporary membership – this followed a comment by Ruth about Calabogie Lodge promoting library activities/ events. The library has a *non-resident* membership in place that we can promote. We need to review policy surrounding non-resident membership. Discussion tabled.
- Lois emphasized once more the importance of new library memberships. Upcoming opportunities for outreach:
 - GMT business showcase: June 21, 10am -3pm
 - Calabogie market: June 7, July 19, Aug. 16 (9am - 1pm)
 - Canada Day breakfast: July 1
- Patti to bring a Water Rangers Community water test kit to the Lions Club. Ruth to ask Barrie Nichols and Sam Baird to teach us how they use the tools (included in the kits) to collect data on Calabogie Lake and how to clean the kits between uses. Sam might be interested in a teaching program.
- Policy development: Any comments on policy can go to Ruth, and Ruth will pass on to Sue, who will complete a review together with Patti over the summer. Sue will create a single electronic document with a TOC.

8. Adjournment

Meeting was adjourned at 10:00 am (Lois moved to adjourn, Nicole and/or Barry seconded).

Minutes prepared by Ruth Jones.

