

Minutes of Twp. of Madawaska Valley Public Library Board
January 30, 2019
6:30 pm at Madawaska Valley Public Library

Present: Frances Mawson, Suzanne McKay, Natalie Barrington, William Houle, Peter Fright,
Mark Willmer, Andrea Budarick,
Staff: Karen Filipkowski, CEO / Secretary Treasurer

1. Meeting called to order at 6:30 pm by Board Chair, Frances Mawson
2. Declarations of Conflict of Interest: None
3. Motion from Mark Willmer to accept the agenda. Seconded by William Houle. Carried.
4. Motion from Natalie Barrington to accept the minutes from the December 19, 2018 Board meeting. Seconded by William Houle. Carried.
5. Motion from Mark Willmer to accept the minutes from the January 18, 2019 Special Board Meeting. Seconded by William Houle. Carried.
6. **Business arising from the minutes.**
 - a. **Policy:** This is a standing item on all agendas. There are still policy to develop and there is a review schedule for current policy.
 - b. **Strategic Planning:** The Board will review the 2014 – 2018 Strategic Plan to determine if they should continue with this plan, revise it or develop a new plan.
 - c. **GIC Update:** The GIC was transferred to a high interest yielding account as per direction to the CEO from the January 18, 2019 Special Board Meeting.
 - d. **Budget:** Motion from Suzanne McKay to accept the 2019 budget as presented. Seconded by William Houle. Carried.
7. **Correspondence:**
 - i. **BIA November Meeting Minutes:** as information
 - ii. **By-Law 2018-08 – Composition of the Library Board:** as information
 - iii. **Suzanne Klatt, CAO: Recommendation regarding operating grant installments until the 2019 budget is finalized:** as information
8. **Librarian's Report:**
 - The Opeongo Readers' Theatre: Tribute to Robert Burns Show, January 26th. It is now available by podcast.
 - Writer's Workshop: Telling Your Memoirs Workshop will take place over 3 Saturday afternoons from February 16 to March 2.
 - March Break Programs: Readers' Theatre will present 3 children's sessions. A request to host one of the programs at the Combermere Recreation Centre has been put in with the Township.

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LIBRARY STATISTICS DECEMBER 2018

Computer Sessions	194
Personal Devices	42
Library Visits	516
# of items checked out	1084
Interlibrary Loans	83
EBooks & Audio EBooks circulated	188
New Memberships	2

Motion from Suzanne McKay to accept the Librarian's Report. Seconded by Natalie Barrington. Carried.

9. Financial Report at November 2018:

- a. Grants:** Brudenell, Lyndoch, Raglan Township \$3,792.
- b. Donations:** Received \$770 donations
 - Opening Balance: \$32,604.24
 - Deposits: \$23,646.65
 - Expenses: \$16,575.59
 - Outstanding: \$1,731.64
 - Closing (Book Balance): \$37,943.66

*Motion from William Houle to accept the November 2018 Financial Report as presented.
Seconded by Peter Fright. Carried.*

Financial Report at December 2018

- a. Grants:** Internet Connectivity Reimbursement of \$948, GST/HST refund \$2,030
- b. Donations:** Receipted donations \$950, Other donations – Book Club donations \$100.40, Fibre Friends donations \$73
 - Opening Balance: \$39,675.30
 - Deposits: \$8,381.55
 - Expenses: \$14,473.12
 - Outstanding: \$5,457.70
 - Book Balance: \$28,126.03

*Motion from Mark Willmer to accept the December 2018 Financial Report as presented.
Seconded by Andrea Budarick. Carried.*

10. New and unfinished business:

- a. Barry's Bay Historical Society – Genealogy Group:** Following a discussion on renewing the agreement between the Genealogy Group and the Library Board

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it was decided that a policy should be developed outlining terms of use for all organizations requesting us of the premises.

*Motion from William Houle that the Board develop a policy for library use by organization.
Seconded by Peter Fright. Carried.*

- b. Library Board Orientation Webinars & Workshops:** Southern Ontario Library Service (SOLS) in conjunction with Ontario Library Association (OLA) and the Federation of Ontario Public Libraries (FOPL) have developed resources for Library Board Orientation. Karen will send links to the information and will register the Board for the orientation webinar on Feb. 7th.
 - c. Canadian Urban Libraries Council #eContentForLibraries Campaign:** This campaign is to lobby book publishers of ebooks and audio books for reasonable prices and terms for libraries.
- 11.** Motion from Frances Mawson, seconded by Peter Fright that the meeting enter In-Camera Session to discuss matters pertaining to “the security of the property of the municipality or local board”, “personal matters about an identifiable individual, including municipal or local board employees”, “a proposed or pending acquisition or disposition of land by the municipality or local board”, Ontario Municipal Act 2011, c.25, s.239 (2)(a)(b)(c). Carried.
 - 12.** Motion to return to Open Meeting by Natalie Barrington, seconded by Suzanne McKay. Carried.
 - 13.** Motion from William Houle to approve minutes from Closed Session. Seconded by Peter Fright. Carried.
 - 14.** Motion to adjourn by Suzanne McKay at 8:35 pm.
 - 15.** Next meeting date February 27, 2019 at 6:30 pm at MV Library.

Chair / Frances Mawson

Secretary / Karen Filipkowski