

Minutes of Twp. of Madawaska Valley Public Library Board
May 29, 2019
6:30 pm at Madawaska Valley Public Library

Present: Frances Mawson, William Houle, Mark Willmer, Shawn Eagles
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 Bill Houle to accept by consent the agenda & meeting minutes from the May 29th Board meeting. Seconded by Shawn Eagles.
4. **Business arising from the minutes.**
 - a. **Policy:** No new policy.
 - b. **Strategic Planning:** The committee has set a date of July 17 for a public forum, a survey is being developed. The committee will next meet on July 3.
 - c. **Trivia Night:** Reviewed list of tasks and donation letters were distributed.
 - d. **Budget Presentation of MV Council May 6:** Karen presented the budget to council. Interlibrary loan costs are a concern and will require a new budget line in the next budget. At the time the budget was set cuts to the system were not anticipated.
 - e. **Signing Authority:** The paperwork is in progress to add William Houle as a signor.
 - f. **Library Yard Sale:** The sale will take place June 14 with a rain date of June 15 when volunteers who are organizing the sale are available.
 - g. **T-Shirts:** Natalie will contact three designers to get the costs for design and t-shirts and will look into the cost of adding a logo to a business's paper bag.
5. **Correspondence:**
 - i. CAO Suzanne Klatt: Resolution from McKellar Twp will be added to June Council Meeting
 - ii. Letter from Iwona Mooney, past Library Board Chair, to Minister of Tourism Culture & Sport opposing cuts to SOLS
 - iii. FOPL: Ontario Provincial Funding update
 - iv. Letter to Libraries from Minister of Tourism, Culture & Sport
 - v. BIA Minutes
6. **Librarian's Report:**
 - SOLS database licensing will not be affected by budget cuts. This is good news as it will not affect downloadable ebooks and audio books.
 - Colour & Decorating W/S will be rescheduled to the fall. It conflicted with Kashub Days
 - Dementia Talk – excellent / 13 attended. One of the facilitators, Mary Prince, offered to do more talks so I am working towards offering more sessions in the fall.
 - Invigilated 4 exams for individuals doing distance courses
 - Summer Reading Program materials will be distributed through area schools this year.

Minutes of Twp. of Madawaska Valley Public Library Board
 May 29, 2019
 6:30 pm at Madawaska Valley Public Library

- Knights in the classroom: A company of educators and improve theatre actors who deliver medieval programs for school children. They are booked for July 23rd for two sessions as part of our Summer Reading Programs. The costs will be covered by fundraising and donations.
- The new vacuum cleaner is working very well so far.
- Attended Renfrew County Librarians Meeting, Thursday, May 23. SOLS is still waiting to hear from the Ministry regarding further cuts. The Interlibrary loan portal was supposed to open June 1 but there could be further delays. Some libraries have already indicated they will no longer participate in interlibrary loans. Others are waiting to see if postage reimbursement will be initiated.
- Annual Report to the Ministry submitted.

April 2019

Computer Sessions	282
Personal Devices	72
Library Visits	756
# of items checked out	1281
Interlibrary Loans	76
EBooks & Audio EBooks circulated	302

Motion from Natalie Barrington to accept the Librarian's Report. Seconded by Andrea Budarick. Carried.

7. Financial Report for March 2019:

- Opening Balance: \$31,892.13
 - Deposits: \$22,630.13
 - Expenses: \$14,422.55
 - Bank Balance: \$40,099.71
 - Outstanding: \$1,045.31
 - Closing (Book Balance): \$39,054.40
 - Savings Acc't: 10,628.81
- 49,683.21

Minutes of Twp. of Madawaska Valley Public Library Board
May 29, 2019
6:30 pm at Madawaska Valley Public Library

Financial Report for April 2019

- Opening Balance: \$40,099.71
- Deposits: \$20,728.06
- Expenses: \$15,828.97
- Bank Balance: \$44,998.80
- Outstanding: \$797.75
- Closing (Book Balance): \$44,201.05
- Savings Acc't: \$10,637.98
\$54,839.03

Motion from William Houle to accept the Financial Reports for March 2019 and April 2019. Seconded by Peter Fright. Carried.

8. New and unfinished business:

- a. Bookmark Sales:** The library was approached by an individual about selling hand painted bookmarks as a means of helping the library raise funds. The library would keep a percentage of the sales. Although a generous offer, a Board decision was made that it would be easier to have some bookmarks donated rather than a percentage of sales.
- b. Status of Interlibrary loans:** As noted in the librarians report. This is still in flux. Libraries are determining the costs of continuing the service and how to fund it.
- c. Ontario Library Association Membership:** The library has a membership with OLA and library board trustees should be receiving information from them via email. If you are not, let Karen know.

9. Closed Meeting: Motion from Peter Fright to move into Closed Session to discuss matters pertaining to “personal matters about an identifiable individual, including municipal or local board employees”. Seconded by Natalie Barrington.

10. Motion to adjourn at 8:40pm by Peter Fright.

11. Next Meeting date Wednesday, June 26 at 6:30 pm.

Chair / Frances Mawson

Secretary / Karen Filipkowski