Minutes of Madawaska Valley Public Library Board Meeting
October 28, 2024 at 6:30 pm

Present: Colleen Golka, Bill Houle, Teresa Ostapowicz, Claire Sullivan, Mary Blank, Mary Conway
Absent: Hanna Domagala Regrets: Kevin Quade
Secretary: Natalie Barrington

1. Chair Bill Houle called the meeting to order at 6:33pm. _____
2. Acknowledgement Statement: "***I would like to begin by acknowledging that the land on which we gather is the traditional territory of the Algonquin people. We recognize and respect the history, languages, and cultures of the First Nations, Metis, Inuit and all Indigenous peoples whose presence continues to enrich our communities."***
3. Declaration of conflict of interest: none _____
4. Approval of agenda and minutes:
    a. Mary Conway motioned to accept the Oct 28, 2024 agenda. Seconded by Colleen Golka. Carried.
    b. Teresa Ostapowicz motioned to accept the Sept 30, 2024 meeting minutes. Seconded by Claire Sullivan. Carried.
5. Business arising from the minutes
    a. Mary Conway made a motion to approve policies HR-07 and HR-08; and HR-09 with edits. Seconded by Bill Houle. Carried.
    b. Strategic Planning: no update at this time; to be reviewed at November meeting.
    c. The repair of the front stairs has been completed. Yellow strips will be painted when the weather is warmer. Paint has been purchased. The window seals and side door sweep will be repaired this fall. CEO will follow up with the township regarding the downspouts in the front of the building.
    d. There were several options to consider regarding security camera upgrades. The CEO will follow up regarding sound and a panic button in the basement. To be considered further when the 2025 budget is discussed.
    e. 166 bags were handed out at the Halloween Hunt, and the recreation committee gave out 210 hot dogs. It was a successful event despite the rain the afternoon.
    f. At the time of the Oct 28 meeting, we had 12 teams registered for trivia night.
    g. Holiday Open House for board, council, staff and volunteers: Dec 2, 10am
6. Correspondence:
    a. The CEO was directed to follow up with RCDHU – SPRITE clinic and suggest they attend the health clinic at the hospital.
7. Motion by Mary Conway to accept the Librarian's Report for September; seconded by Claire Sullivan. Carried.

- While library traffic slows after summer, September is very much a catch-up month, and begin planning the Halloween Hunt and fall trivia night.
- September 2, we participated in the OLSWC orientation day. 35 students attended. They organized an Amazing Race for students, which included the library as a stop. Students received a tour of the library and an overview of the services we provide. Students were encouraged to obtain a library card.
- Book Club read *Light Between Oceans* in September. Our book club is more than full with 13 members on the email list, approx. 8-10 attend meetings each month. We have four people on a wait list. Book Club sets are 10 books, so we cannot accommodate any more people. Due to demand from patrons, we are considering an evening book club group, which would meet one Thursday evening a month, when the library is open.
- The Renfrew County and District Public Health Unit is trying to start up their Let's Grow clinic once a month in Barry's Bay, using space at the library. So far, they have not had any appointments, but we continue to be open to welcoming them.

- Story time on Wednesday mornings is an opportunity for daycare to attend the library, and we occasionally have some children from the community join. We are considering offering a Saturday morning story time once a month for families who cannot attend weekdays.
- The Employment Centre attended the library on the 12th and 26th. Attendance varies each time. They usually see 1 to 3 people in the two hours they are here. Sometimes they have appointments pre-booked, and they always accept walk-ins.
- BIAK provided an Indigenous drumming session on Sept 20. There were 10 participants. This is a great program, bringing Indigenous programming to the library and community, at no cost to the library.
- Service Canada held a pop up on Sept 17 and they were overwhelmed with appointments. We are still working on booking the next date.
- Our walking group continues to meet and has new members this fall. They typically meet at the library and walk around town. They have also gone on some field trips. There are 10 members.
- The chair and CEO made a "good news" presentation to Council on Sept 17, highlighting the summer's events and programs, and statistics from January to August 2024. This was well received by council, followed by some very positive feedback from the Mayor and Councillor Blank. There was also a full-page article in the Valley Gazette summarizing the presentation. This was great PR for the library!
- The CEO has been attending meetings with the Barry's Bay Recreation Committee and BIA. We are coordinating the Halloween Hunt with local businesses. They post the images for the scavenger hunt in their storefront windows, as well as donate the candy for goodie bags. The library will also participate in the Santa party after the parade in coordination with the BBRC, and moonlight madness, which is a BIA event. We participated in both last year; regular participating will help increase awareness of the library's services.
- Since the back "corner" of the library needs to be cleared for the new accessible entrance, we shifted the biography collection into the main part of the library. We moved those shelves beside the public computers and will shelve our DVD collection there. We are now the only place to borrow DVDs, and have increased our collection. The DVD display has been removed and will be sold since we do not have space to store it. We moved the seating from the back corner to near the copier. Patrons seem to like this new arrangement. We are still figuring out where to move the microfilm reader.
- The front steps were repaired and steel brackets applied to protect the corners; courtesy of the township. The library will paint the yellow strips on the steps for vision impaired patrons.
- We welcomed two new board members: Colleen Golka and Teresa Ostapowicz! Both will bring fresh eyes to the board's work.
- We also welcomed two new staff members: Jessica Fullerton and Andrew Persson. We are now back to a full staff, including a student. Both bring experience from libraries and book retail.

8. Motion by Mary Blank to accept the September 2024 Treasurer's Financial Report; seconded by Colleen Golka. Carried.

Balance Forward	$83,130.38
Deposits	$3,401.32
Expenses	$19,328.64
Bank Balance	**$67,203.06**
Outstanding	$3,968.97
Book Balance	**$71,172.03**
Growth Savings	$8,647.51
	$79,819.54

9. New Business:
    a. A sub-committee will be formed in the new year for the 2025-2030 Strategic Plan.
    b. The CEO will discuss with staff the possibility of remaining open and not closing for lunch. If we proceed, new hours would commence in January 2025.
    c. The library will participate in Moonlight Madness on Friday, Dec 6, and be open from 5pm to 8pm. We will provide a holiday story-time, crafts, gift wrapping by donation, and possibly live music. We will also collaborate with the Lions and BBRC on Saturday, Dec 7 to offer a scavenger hunt and crafts at the family Santa party at the arena. We are investigating participation with the Combermere Christmas party for children.
10. Next meeting date Monday, November 25 at 6:30pm.
11. Motion to adjourn by _Colleen Golka_ at 8:05pm. _____

Upcoming Meetings: Nov 25, 2024 No meeting in December Dec 2 Holiday Café

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William Houle, Chair Natalie Barrington, Secretary