Minutes of the Madawaska Valley Public Library Board Meeting
September 30, 2024 at 6:30 pm

Present: Hanna Domagala, Colleen Golka, Bill Houle, Teresa Ostapowicz, Claire Sullivan, Mary Blank, Mary Conway (online) Absent: Kevin Quade

1. Chair Bill Houle called the meeting to order at 6:32pm. _____
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. Hanna Domagala made a motion to approve the agenda for the Sept 30, 2024 meeting. Seconded by Claire Sullivan. Carried.
    b. Claire Sullivan made a motion to approve the minutes of the June 24, 2024 meeting minutes. Seconded by Bill Houle. Carried.
5. Business arising from the minutes
    a. Hanna Domagala made a motion to approve the policies BL-02, GOV-12, and HR-03 with amendments. Seconded by Bill Houle. Carried.
    b. Strategic Planning:
        a. The CEO will follow up with the CAO regarding a meeting with a mediator/consultant to clarify our goal for an enhanced library. The next step is to meet with this consultant.
    c. The CEO will send the signed letters to the township in response to programming space and including the library elevator in any future discussions about elevator upgrades.
    d. CEO will schedule a call with the CEO from Callendar regarding their new build.
    e. Our current Internet contract is for a 3 term. We can revisit service providers and service then.
6. CEO will forward the email regarding repairs to the building to the CAO and will follow up with the township facility supervisor.
7. Correspondence:
    a. Board members are encouraged to attend the free OLS Virtual Conference on October 24, 2024, from 6pm to 9pm. See https://www.olservice.ca/consulting-training/training#conference
8. Bill Houle moved to accept the summer Librarian's Report (for June, July and August). Seconded by Mary Conway. Carried.

Our summer programs were successful this year:

- Tuesday morning story times in Zurakowski Park. Members of council – Mary Blank, Shelley Maika, Dave Shulist, and CAO Sue Klatt – each read one morning. Shirley Hill read at our last session on August 27, in celebration of the train station anniversary. We had between 10 to 30 children in attendance each week.
- Thursday afternoons we ran a Community Stars program with members of the community speaking about their occupations, followed by games and activities. Thanks to Madeline Woodfine (artist), Fire Chief Quade; Dr Daniel Ostapowicz; Coach Andy Peplinski; hotel owner Liz Woosey and her puppy; student vet and vet tech from Algonquin East Animal Clinic; OPP Acting Sgt Officer Briana Roberge; Pembroke Symphony Musicians Janet Adams and Jane Yantha. Approximately 10-15 children participated each week.
- Mayor Willmer read at our Stuffie Sleepover Story Time mid-July. Children drop off their stuffies for a sleepover on Friday afternoon, and pick up on Saturday morning at story time, complete with juice and cookies. 9 children participated.
- Our junior gardening club met every second week to plant their gardens, plant flowers, and learn about plants, insects, and more! The toured two local gardens as well as attended the Vegetable and Flower show hosted by the MV Gardening Club, where they received jr memberships! The jr gardeners

harvested various vegetables including cherry tomatoes, lettuce, onions, bell peppers, and carrots. They also grew zinnias and marigolds. There were 7 members.

- BIAK Early On attended the library in July and August. In July we had over 20 participants, including the daycare. The weather in August was perfect to hold this session on the front lawn, with 6 participants.
- The traditional "Librarian for ½ hour" program was once again popular. 16 children were trained on front desk duties.
- We held "guess the number of candies in the jar" and colouring contests in July and August. These are a summer favourite at the library. Young and older alike like to guess the number of candies in the jar.
- In the children's area, we posted a reading mural for children to record their summer reading and win prizes. XX children participated.
- We did not have any attendees to our Saturday STEM programs. Saturdays in summer are typically not a good day for programs over the summer; but we did want to offer an option to families who cold not attend weekday programs. We did hand out dozens of STEM kits from Let's Talk Science over the summer.
- The TD Summer Story Walk, featuring Chris Hadfield's The Darkest Dark, was set up at Zuraskowski Park on Tuesdays, and Fridays and Saturdays outside the library. This is a free resource from the TD Summer Reading Program.
- Tasha Rankin wrote a story walk for the library, Story Walk Zoo, which we displayed on Saturday, Aug 3, with games, prizes and treats. 30 people participated. This event was sponsored by Dr Ann Burkart.
- The library took over the Tackle Share; we loaned fishing rods and tackle. They were borrowed by two families. This was a fun addition to our summer offerings.
- We added two new passes to our offerings: the Clock Museum in Deep River and the Ottawa Valley Heritage Centre in Pembroke. Each pass provides entry for a family or three adults. The Canoe Museum in Peterborough will also be providing a pass to loan out.
- Each week we distributed 30-40 take home craft kits to children.
- Summer teen nights: two coding nights (2 teens), a sew a scrunchie night (5 teens), and an art night (8 teens). Some new faces attended, which was great!
- We held two programs in BLR over the summer: In July a story time with crafts and STEM activities; and in August an art class. We had an amazing turnout at both events with 15 children – there were many new faces we hope to see again.
- The township placed a new, accessible picnic table at the side of the library. It has been a lovely addition to our outdoor space, next to the children's raised garden beds.
- The library participated in the 130th anniversary of the train station with a special story time on Tuesday morning, train themed craft kits, an author talk with Jamie Bramburger, and then a table on Saturday at the main event. Shirley Hill read and sang at story time. Jamie Bramburger presented is new book Sudden Impact, about the train wreck in Almonte in 1942. Many local residents attended the talk, and shared that they had relatives on the trains. At Train Day, we handed out craft kits and trinkets; had a draw for a children's train book; and sold copies of Madawaska Valley Memories. We also received many donations! The Station Keepers had arranged for Carley Fortune to sign books at our table. Fans lined up 45 minutes before she arrived, and she signed books for an hour straight! This was great promotion for the library and we are thankful to the Station Keepers (Joanna Olsen and Nancy Fortune!).
- Walking Club met over the summer and went on some field trips. They walked at the two parks in Killaloe, the abandoned town in Foymount, and at a participant's property in BLR.
- Construction began on the ramp mid-September. We should have a new accessible entrance and ramp by mid- October. This is thanks to a grant from the Government of Canada, secured by the township.
- Due to losing the space at the back of the library for an accessible entrance, we will be re-organizing the DVD and adult fiction collections to accommodate. We moved the study seat to near the copier. We will find new places for the microfilm reader and reference collection.
- Madeline left the library at the end of July for a full-time position. Laura was promoted to her position.

- We are thankful to a grant from Canada Summer Jobs – Faith was a great summer staff member!
- Library visits were up 25% over last summer. This is an average of 65 people per day (compared to approx. 25 – 30 people per day during off-season). As you can imagine, the main work we accomplish over the summer is running the front desk.
- June 2023 – 748 visits June 2024 – 991 visits +243
- July 2023 – 1178 visits July 2024 – 1312 visits +134
- August – 1447 visits August 2024 – 1602 visits +155

9. Hanna Domagala moved to accept the Treasurer's Financial Reports for June, July and August. Seconded by Colleen Golka. Carried.

June 2024

Balance Forward	144,801.30
Deposits	1,716.85
Expenses	24,118.09
Bank Balance	**122,400.06**
Outstanding	-1,646.00
Book Balance	**120,754.06**
Growth Savings	8,614.63
	$ 129,368.69
Term Deposit	25,140.25

August 2024

Balance Forward	99,453.61
Deposits	2,353.20
Expenses	18,676.43
Bank Balance	**83,130.38**
Outstanding	4,197.35
Book Balance	**87,327.73**
Growth Savings	8,637.50
	$95,965.23

July 2024

Balance Forward	122,400.06
Deposits	2,802.80
Expenses	25,749.25
Bank Balance	**99,453.61**
Outstanding	7,301.49
Book Balance	**106,755.10**
Growth Savings	8,626.34
	$115,381.44

10. New Business:
    a. The Halloween Hunt is Saturday, Oct 26, 10am to 3pm. Please sign up to volunteer for an hour or two to hand out maps and goodie bags.
    b. Trivia night is Friday, Nov 1, 6:30pm to 10pm at the arena. Sean Conway will emcee. Please let the CEO know if you can attend to help out.
    c. Keep in mind, the strategic plan needs to be updated in 2025.
    d. Board members and council will be invited to "work the front desk" in October for Canadian Library Month; October 20 to October 26 is Ontario Public Library week.

e. The Holiday Open House for board, council, staff and volunteers will be Dec 2 at 10am at the library.

11. Next meeting date Monday, October 28 at 6:30pm.
12. Motion to adjourn by Teresa Ostapowicz at 8:04pm._____

Upcoming Meetings: Nov 25, 2024 No meeting in December. Open House December 2 10am

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Bill Houle, Chair Natalie Barrington, Secretary