

**Present**

Maureen Sly Havey  
Neil Salminen  
Bill Skinner  
Elizabeth Stewart  
Lynn Grinstead  
Joan Cardiff  
Karen DeLuca, Chief Librarian

**Regrets**

1. Chair called the meeting to order at 6:00 pm
2. Agenda - **Motion 2018-47 Moved by Elizabeth Stewart, seconded by Bill Skinner that the Agenda be approved circulated** - carried
3. No conflicts of interest declared
4. **Minutes** – Error noted in Motion 2018-40 – should read ...”in the spring of 2018”

**Motion 2018-48 Moved by Elizabeth Stewart, seconded by Bill Skinner that the minutes of the November 21, 2018 regular meeting be approved as amended** – carried

**Motion 2018-49 Moved by Joan Cardiff, seconded by Lynn Grinstead that the minutes of the December 5, 2018 special meeting be approved as circulated** – carried.

5. **Business arising from the minutes** – none

**6. Librarian’s Report**

- 6.1. Budget Update – The CEO and Vice Chair Neil Salminen presented the 2019 Budget including the addition of a full time staff member. Deliberations are scheduled for February 2019. Other libraries have been searching for comparators regarding municipal support of public libraries. The most recent question asked is the percentage the library grant represents of the total operating municipal budgets  
Welland 2.49%; Brant 3.87%; Clarington 1.63%; Arnprior 1.39% (1.77% with the building costs)

Local comparators (from Ministry statistics 2017):

Arnprior: \$32.80/capita; Mississippi Mills: \$37.82 /capita; Renfrew \$51.14 /capita;

Pembroke \$57.40/capita

Note: additional funding request would bring the Arnprior to \$38/capita

- 6.2. Administration – there’s been an accusation on Twitter that the Library denied meeting room access to a political group. This is false. The local riding association of the People’s Party of Canada called to inquire about a room booking for December 10<sup>th</sup> and was asked to call back to speak with the CEO about cost and booking. The individual never called back, but upon arrival on the 10<sup>th</sup> was upset the rooms were booked by other groups and claimed the library denied them access. Staff invited the three individuals to meet in the library and offered space in the Art Corridor for after hours access, if required. The CEO will reach out to the PPC via Twitter (as no other contact information is available) to explain.

The volunteer callout for Homebound Delivery assistance has been well received. Individuals

will be asked to complete a Criminal Reference Check and will be put into rotation for book deliveries.

Dreessen Architects are expected to provide a detailed plan for initial expansion ideas by early January, so that a proposal for consideration can be presented to the Town Council.

- 6.3. Programming – The December Newsletter was reviewed  
Sound of Music Sing Along Sundays were well attended; Sales for NYE Gala tickets are nearing capacity.

Youth Programming: we had capacity crowds for the Little Rays Reptiles after school presentation; Family Christmas Story Time (Ugly Sweater making and Green Screen photos to take home); The Teen Study Group meet-ups are starting to gain traction and class visits are winding down for the year.

- 6.4. Statistics – Monthly statistics were reviewed. Total Program attendance is poised to exceed 12,000 spaces in 2018!

- 6.5. Correspondence - - In addition to a myriad of Christmas cards from appreciative patrons, the library received a thank you letter from the Food Bank for its efforts in the Food for Fines Campaign in the fall. The Opportunity Shop was also appreciative of the partnership for their annual coat sale and Christmas sale. We are looking at other partnerships with the Opportunity Shop, including an art sale in the Art Corridor later this winter.

7. **Strategic Planning Update** – With the exception of the launch of the expansion, the library has achieved nearly all of its goals on the 2016-2019 Strategic Plan. It will be the responsibility of the incoming board to update the plan in the coming year.
8. **Report on Board member’s Advocacy activities:** Elizabeth Stewart held a reception at her home for some of the new McNab/Braeside Councillors and advocated for the library. She also reached out to the Council to gauge receptiveness to an increase in funding for the 2019 budget.
9. **No other business**
10. **Date of the next meeting January 16, 2019** – pending new Board appointment.
11. **Adjournment - Motion 2018-50 Moved Elizabeth Stewart, seconded by Joan Cardiff that the regular meeting of December 19, 2018 be adjourned at 6:29 pm** – carried.