

Present Neil Salminen
Bill Skinner
Elizabeth Stewart
Josie Scott
Susan Munro
Jeanette Grant
Karen DeLuca, Chief Librarian

Regrets Lisa McGee

Also Present Marianne Spaul

1. Chair called the meeting to order at 6:00
2. **Motion 2019-11 Moved by Bill Skinner, seconded by Jeanette that the Agenda be approved circulated** - carried
3. No conflicts of interest declared
4. **Motion 2019-12 Moved by Josie Scott, seconded by Bill Skinner that the minutes of the February 21, 2019 meeting be approved as amended (correction: Vice Chair to be listed as Susan Munro) – carried.**
Motion 2019 – 13 Moved by Bill Skinner, seconded by Jeanette Grant that the minutes of the March 5, 2019 special meeting be approved as circulated – carried.
5. Business arising from the minutes
Dreesen Architects have provided responses to some of our queries. A Class C or D Budget estimate is expected by the end of the month.
It is unclear whether there are existing Geotechnical surveys housed at the Town Hall or with the original builder (Sullivan & Sons). Councillor Strike is investigating.
The CEO will determine the amount in the Development Charge Reserves available for the library building; additionally, Trillium Capital monies might be available, pending the Town's approval to proceed with an application.
The CEO will prepare a Board Report (by the next regular meeting) to present to Council, pending further details
6. Librarian's Report
 - 6.1. Financial – Most of the signatory documents have been signed. ScotiaBank advises the library can now have access to online banking, primarily to have access to statements. The CEO and Treasurer may set up the online banking at a later date.
Auditors will be at the library on March 29th. It is hoped draft statements will be presented at the April meeting.
 - 6.2. Administration – The CEO in cooperation with the CEO from the Madawaska Valley library in Barry's Bay have arranged a Meet and Greet between the library community and MPP John Yakabuski. The aim of the afternoon is to ensure the MPP has a clear understanding of the variety of services and programs offered by the libraries in his riding. The CEO will prepare a small package about the Arnprior Library.
The CEO will distribute SOLS information regarding upcoming Trustee Council meetings etc.
Each Trustee can set up an account on the Learn HQ portal and access webinar training as well as register for meetings.

- 6.3. Programming – March Break was a capacity filled week of events including our first ever Friday night Teen event which was very well received. Plans are underway to offer a similar Teen event a few times each year..
Our First Open Mic was a roaring success and plans are underway to repeat it in April. Tickets are still available for the April 6th fundraising concert featuring Corin Raymond. There is a lot of community interest in participating in the Photo Exhibit portion of the event. A bartender has been booked for the Wine and Cheese intermission.
Charbonneau’s Catering will be providing a proposal for the NYE Gala catering. Dave Arthur will be in touch regarding dance music. Bartenders are already booked for the event. This year’s theme will be Northern Lights.
The Newsletter was reviewed.
- 6.4. Statistics – Trends were reviewed. It was noted the electronic door counter at the front entrance may be needing replacement.
- 6.5. Correspondence – the library’s article for the March edition of The Humm was circulated. There were a few thank you cards from patrons and the nomination letter for the Town of Arnprior’s Volunteer of the Year was presented.
7. Strategic Plan – The Strategic Plan committee (comprised of Jeanette Grant, Josie Scott, Elizabeth Stewart and Bill Skinner) will meet prior to the next regular meeting to set out a timeline for the updated plan.
8. Report on Board Member’s Advocacy – Elizabeth Stewart recruited a new library patron; Susan Munro attended the March Break Pysanky workshop for adults as well as assisting with the children’s Pizza Bingo Party. The Board Chair requested trustees try to attend adult programming as a show of support as well as being recognized by patrons – especially in light of possible fundraising for the expansion plans. The CEO will be invited to speak to the White Lake Live & Learn meetings.
9. Other Business – the CEO and Youth Services Librarians will be away March 21 – 28th inclusively. Pat Smith will be the senior staff. For financial consideration, the Library credit card will be kept in the safe. The Treasurer will have the pin number for the card. The CEO will be checking email and will be able to receive and respond via text.
10. Date of Next meeting: April 17, 2019
11. **Adjournment - Motion 2019-14 Moved Susan Munro, seconded by Bill Skinner that the regular meeting of March 20, 2019 be adjourned at 6:50 pm – carried.**