

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

**Regrets** Lisa McGee  
Susan Munro

1. Chair called the meeting to order at 6:03pm
2. **Motion 2019-43 Moved Jeanette Grant, seconded by Elizabeth Stewart that the Agenda be approved as circulated - carried**
3. No conflicts of interest declared
4. **Motion 2019-44 Moved by Elizabeth Stewart, seconded by Josie Scott that the minutes of the November 20, 2019 meeting be approved as circulated – carried.**  
**Motion 2019-45 Moved by Bill Skinner, Seconded by Jeanette Grant that the minutes of the November 27, 2019 Special Meeting be approved as circulated – carried.**
5. Librarian's Report
  - 5.1. Financial –
    - 5.1.1. A full contingent from the board attended the Town of Arnprior Budget presentation. The presentation was limited to the power point slides and did not include discussion on the the supplementary documentation – including the comparators. Trustee Bill Skinner joined the CEO for the presentation to McNab/Braeside Council. There were several questions regarding usage. Township Council will review the ask during their deliberations early in 2020. Arnprior Town Council will also begin budget deliberations in January. Dates to be confirmed. Both treasurers have been provided with updated figures following the Joint User Agreement formula.
    - 5.1.2. The November financial report was reviewed. The provincial grant has been received.
  - 5.2. Administration – DCA Architects plan to do a site visit in early 2020. The CEO has confirmed the Town of Arnprior will capitalize the renovations. Additionally, the expansion cost may be included in an upcoming review of Development Charges By-Law thereby reducing the amount the library would have to fundraise to bring this project to fruition. It should be noted that the two capital reserves (bequests) earmarked for the expansion are between 15 – 20 years old.
  - 5.3. Programming –

Celtic Spark Yuletide Concert with the Heather Dale Band was a sell-out performance. NYE tickets are selling well. Two volunteers plan to assist with setup on December 30. The Chair will offer two tickets to each of the mayors to showcase event based fundraising. The Mardi Gras Masquerade Gala, in collaboration with the Arnprior & District Food Bank, has confirmed the Mumbo Jumbo Voodoo Combo Band. Various caterers have been approached to provide quotes for a sampling buffet and a sponsorship pamphlet will be created in the hopes of receiving corporate support for the event. February 22, 2020 has been confirmed as the date.

The December Newsletter was reviewed.

5.4. Statistics – Trends were reviewed. The library is set to reach its highest circulation ever!

5.5. Correspondence – was received as information.

6. No Other Business

7. Report of Board Members' Advocacy activities - Trustee Josie Scott is a member of the Homelessness and Poverty Committee with the Town of Arnprior. At a recent public consultation, she promoted the library's services available all segments of the population and created a comprehensive list to share with the committee.

8. Date of the next meeting: January 15, 2020

9. **Adjournment - Motion 2019-46 Moved Bill Skinner seconded by Josie Scott that the regular meeting of December 18, 2019 be adjourned at 6:41 pm – carried.**