

Present Maureen Sly Havey
Joan Cardiff
Joanne Logan
Fran Pauze
Bill Skinner
Karen DeLuca, Chief Librarian

Regrets Lynn Grinstead
David Mitchell

1. Chair Maureen Sly Havey called the meeting to order at 5:59 pm

2. Agenda

Motion 2016-01 Moved by Joan Cardiff, seconded by Fran Pauze that the Agenda be approved as circulated – carried

3. Minutes

Motion 2016-02 Moved by Bill Skinner, seconded by Joan Cardiff that the minutes of the December 16, 2015 regular meeting of the APL Board and the January 4th, 2016 of the Executive Committee meeting be approved – carried

4. **Motion 2016-03 Moved by Joan Cardiff, seconded by Bill Skinner that the executive committee motion for the 2016 Cost of Living Allowance for all paid library staff be ratified – carried.**

5. Librarian's Report discussion points:

- Festival of Small Halls submission - The festival is a division of Ottawa's Bluefest. Their staff is expected to be doing site visits of the short listed venues by the end of February. 2016 marks the second round of the festival which will run for a two week period at the end of September. Approximately 10 venues will be selected.
- Film Group – Screen has been purchased with the proceeds from the Celtic Christmas event. Movies are being ordered and the program will be ready to launch by mid-February. The Film Club survey will be active until the end of the month. Timing of the screenings will depend on feedback. Initially the selected movies will not be pre-released selections, due to additional incurred costs.

Motion 2016-04 Moved by Fran Pauze, seconded by Joan Cardiff that the librarian's reports be approved as circulated.

6. Strategic Planning

Bill Skinner to lead the four focus groups (2 day time; 2 evening meetings) to be set up in the main hall.

- February 7th for general public 2pm – 4pm. Maureen and Joan to take notes
- February 8th with staff 9:30 – 11:30. Fran and Joan to take notes

- February 11th for general public 7 – 9pm. Joanne and Fran to take notes
- February 18th for Friends of the Library/ volunteers 7 – 9pm. Joanne and Fran to take notes.

Survey distribution: Town of Arnprior mail-out at the end of the month. Hard copies also available at both municipal offices and will be handed out at the library.

Karen will submit press release and create promotional posters.

Library patrons will be given a promotional bookmark to encourage discussion group participation and survey response. People attending meetings at the library will also be asked to complete surveys.

How to target non-users? Spot Interviews to be conducted February 20th for a 2 hour block of time. Joan to source locations and obtain permission to speak with customers. Possible locations (Metro, No Frills, Home Hardware, Tim Hortons, Shopper's Drug Mart, Giant Tiger, Nick Smith Centre, Robbins Gas Bar, LCBO.

Karen to draft promotional handouts for the spot interviews and provide package for each board member.

7. No New Business

8. No Old Business

9. No Board Correspondence

10. Adjournment

Motion 2016-05 Moved by Joan Cardiff, seconded by Fran Pauze that the regular meeting of the Arnprior Public Library Board be adjourned at 6:57pm