

| | | | |
|----------------|--|----------------|------------------------------|
| Present | Maureen Sly Havey David Mitchell Joanne Logan Joan Cardiff Bill Skinner Karen DeLuca, Chief Librarian | Regrets | Fran Pauzé Lynn Grinstead |
|----------------|--|----------------|------------------------------|

1. Chair Maureen Sly Havey called the meeting to order at 6:02
2. Agenda
Motion 2016-18 Moved by Bill Skinner, seconded by Joan Cardiff that the Agenda be approved as circulated– carried
3. Minutes
David Mitchell pointed out a typographical error: “thanks” to be replaced by “thanked” on pg. 1
Motion 2016-19 Moved by David Mitchell, seconded by Bill Skinner that the Minutes of the April 20, 2016 regular meeting of the APL Board be approved as circulated – carried
4. Librarian’s reports
 - 4.1. The Fundraising fashion show proceeds are reflected in the Adult Programming revenue line. The Board discussed allocation of said monies. Options discussed included 2016 operational costs for adult / cultural programming, small capital purchases or large capital purchase of additional moveable shelving. The \$3000 fashion show proceeds in 2016 and the \$3100 in 2015 donations for the project will be enough to purchase a full range. Two full ranges of moveable shelving are required to complete the project. The Chief Librarian will contact the manufacturer to determine possible savings if both units are purchased simultaneously.

Motion 2016-20 Moved by Joan Cardiff, seconded by David Mitchell that the \$6100 Identified as fundraising proceeds be used to purchase moveable shelving and further that the fundraising efforts by Audrey Jamleson be recognized on our donor wall – carried
 - 4.2. Further to the administrative / programming updates, the CEO reported that there has not been sufficient response to the Merchant Market initiative to proceed with the plan. The summer programming calendar has been released.
 - 4.3. Statistics were reviewed.
Motion 2016-21 Moved by David Mitchell, seconded by Joanne Logan that the Librarian’s reports be accepted – carried
5. Strategic Planning – The Chair reported the Planning Day led by SOLS’ Rob Lavery was a very worthwhile exercise resulting in a vision statement and several identified strategic directions. A committee comprised of Maureen Sly Havey, Joan Cardiff and the CEO will wordsmith the notes gleaned from the day and present the draft strategic plan at the regular June meeting.

6. New Business

- 6.1. **New Year's Eve Black & White Fundraising Gala** – following discussion of the proposed fundraiser, and the preliminary budget of \$8500 to cover the cost of live music, meal catering, décor, liquor license and Smart Serve staff, the board has given conditional approval to proceed with the event. The CEO is to secure a commitment from the Town that the Madawaska Street Bridge will be the location for the midnight fireworks display and that the Town of Arnprior isn't planning a similar event that would directly compete with ticket sales.
- 6.2. **Accreditation** – The Board would like to proceed with the accreditation process. The CEO will assemble all the requirements and present the process at the September meeting. Timeline will be determined in the fall.
- 6.3. **The Board will begin the process of reviewing Governance Policies**, last approved in 2008. This will dovetail into the accreditation process.

7. Old Business

- 7.1. **Contracting services agreement update** – The chair, Joanne Logan and the CEO met with the mayors of Arnprior and McNab/Braeside on May 12th for the annual review of the M/B Service Agreement. The CEO provided updated statistics on M/B usage at the library. Population trends were reviewed and the formula has been audited by McKillop and Associates. The updated 2016 calculation reduces the M/B contribution by approximately \$200. After M/B approves the new figure, the library board can amend the 2016 operating budget to reflect the municipal grant changes.
- 7.2. **Volunteer / Staff Appreciation** – set for 5pm June 10th. Maureen Sly Havey will order sandwiches and desserts from Sweet & Sassy. Joan and Joanne will assist with preparing punch on the day. Board members are asked to attend this annual event.

8. No Correspondence

- 8.1. **Private Member's Bill re: charities** was received
- 8.2. The CEO outlined a new initiative from Renfrew County Housing to assess housing needs throughout the region. RCH is asking libraries to participate in gathering data on their survey. RCH will be supplying volunteers to undertake the surveys. The County will promote the project. It will be a good opportunity to promote libraries in the same breath. Arnprior will not be committing staff time other than the CEO providing limited assistance
- 8.3. **Note of thanks from area teachers for the Caroline Pignat author visit for area students in grades 5 – 8.** Joan Cardiff noted how this type of programming dovetails into one of our strategic directions of lifelong learning with a focus on writing skills.

9. **Adjournment** – **Motion 2016-22 Moved by David Mitchell, seconded by Joan Cardiff that the regular meeting of the Arnprior Public Library Board be adjourned at 6:47pm – carried.**