

<b>Present</b>	Josie Scott Lisa McGee Neil Salminen Shane Kramer Meaghan Shannon Kolar Elisabeth von Bloedau Karen DeLuca, Chief Librarian	<b>Regrets</b>	Bill Skinner
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1. The Chair called the meeting to order at 5:59 pm
2. **Motion 2022-11-01 Moved by Meaghan Shannon Kolar, seconded by Shane Kramer that the Agenda be approved as amended - carried**
3. No declarations of conflict of interest
4. Minutes – **Motion 2022-11-02 Moved by Shane Kramer, seconded by Elisabeth von Bloedau that the minutes of October 2022 meeting be adopted as circulated – carried**
5. Librarian’s Report
  - 5.1. Expansion update – Contractor hoarding on both levels; Interior demolition on both levels has begun; concrete pouring is nearly complete  
Library Outfitters has confirmed December 19 as delivery date for mobile shelving purchased with the proceeds of the Neumann Bequest.  
Our excess shelving will be distributed among several local libraries including Barry’s Bay, Greater Madawaska and Killaloe.
  - 5.2. Financial Update:  
The Draft Budget options were reviewed, including the request to add a third full time staff member as Programming and Community Librarian. As the request in 2020, the position would be for 8 months (April – December) and provide capacity for revenue generating adult programming, community engagement and focus on succession planning.  
Budget presentation to the Town of Arnprior is December 7.  
**Motion 2022-11-03 Moved by Lisa McGee, Seconded by Neil Salminen that the 2023 draft budget be approved with the request for a third full Community Librarian; COLA increase at 1.75%; and monies from reserves for Strategic Planning and Trustee Training – carried.**  
  
Grant Updates: Monies from the Seniors Grant Partnership with SALC will be spent on technology and training scheduled for January – March. One library staff member will assist with the training. As per the grant, the Library will draft a MOU which will see the Chromebooks and Hotspots transferred to the library in April 2023 for general lending purposes with the stipulation that should another training session be scheduled for SALC, the devices will be signed out to the program for the 8 week duration.  
There has been no update from the Community Fridge Grant application.
  - 5.3. Programming / Administration – Baby Rhyme Time has been suspended due to limited registrations (likely due to a spike in community COVID). Staff have been masked in the library and we are purchasing more N95 masks for staff. Another Red Cross shipment is expected to arrive within 2 weeks. The shelving unit for the new French Collection has arrived and the feminine hygiene dispensers have been shipped.

The Monthly Newsletter has been delayed due to staffing constraints. The fall edition has covered programming into December. The Winter edition will be distributed in January. Community response to the ADHS partnership for students in need has raised nearly \$1000 in addition to generous donations of personal products and nutritious snacks. This partnership will continue into the new year.

Holiday Hours 2022 – Christmas Eve and NYE fall on Saturdays.

**Motion 2022-11-04 Moved by Meaghan Shannon Kolar, seconded by Elisabeth von Bloedau that the library be open December 28, 29 & 30 during the holidays. – carried**

Reminder for trustees wishing to serve another term on the library board that Arnprior, McNab/Braeside and Lanark Highlands will each be appointing Trustees as their representatives and advertising will be posted shortly.

- 5.4. Statistics were reviewed, including the spike in new memberships at the library. Projections are to exceed 2019 circulation levels and new members at nearly 1200.
  
6. No new business
  
7. Next meeting: At the call of the Chair
  
8. **Motion 2022-11-05 Moved by Neil Salminen, seconded by Shane Kramer that the meeting be adjourned at 7:17pm – carried.**