

**Present**

Shane Kramer  
Josie Scott  
Ian Bartlett  
Ying Ji  
Chris Couper  
Mary Adeyanju  
Jessica Rothwell, Auditor KPMG  
Karen DeLuca, Chief Librarian

**Regrets**

Elisabeth von Bloedau

1. The Chair called the meeting to order at 6:07 pm
2. Agenda – **Motion 2023-06-01 Moved by Shane Kramer, seconded by Ying Ji that the agenda be adopted as circulated** – carried.
3. No declarations of conflict of interest
4. Minutes – **Motion 2023-06-02 Moved by Chris Couper, seconded by Shane Kramer that the minutes of the May 2023 meeting be adopted as amended.** – carried
5. Auditor’s Report – KPMG’s Jessica Rothwell reviewed the 2022 Draft Financial Statements, including updates on current reserves and accounting practices. The Financial Statements reflect as deferred income the \$52,000 from the Scharf Trust and the \$8000 in donations for expansion benches. Deferred revenue can be assigned and are itemized in the notes. The 2022 operating deficit was \$5260.  
**Motion 2023-06-03 Moved by Shane Kramer, seconded by Ying Ji that the 2022 Financial Statements be adopted with changes noted** – carried.
6. Librarian’s Report
  - 6.1. Expansion: The divider doors are ready for installation and a sugar maple tree will be purchased by the library to replace the newly planted maple bush. Hansen Designs from Moncton New Brunswick to provide a quote on open book benches to be installed in the new outdoor programming space. Timing for the official opening ceremony, including the official naming to be determined based on availability of funders and former board members. This will likely be scheduled for early September.
  - 6.2. Community Fridge Project – The Chair and CEO have met with Food Bank officials to determine scope of their mentoring for our project. Next steps: purchase the fridge and set up a welcoming space in the lower level. Library staff to monitor time commitment over a 6 month pilot project period.
  - 6.3. Summer Hours to take effect July and August to coincide with the start of summer programming. Staff holidays have been accommodated.
  - 6.4. Summer Projects: Preliminary work for strategic planning with the bulk of the consultations to take place mid – late September. CEO to share previous approaches with the OLS consultant and the Chair. CEO to meet with Peggy Malcolm in August to work on the foundation. The library’s first wedding reception is scheduled for August 26<sup>th</sup>.
  - 6.5. Programming –  
The Summer Children’s Program calendar has been set and registration which started in mid June has more than 80 participants to date. All three summer students have been hired with the third student beginning after high school exams.

The Youth Services department held another round of very successful Teen Study Groups in June.

5.5 Library Statistics were reviewed. 70 new library cards were issued so far in the month of June.

7. New business – Delegation of authority for the summer months:

**Motion 2023-06-04 Moved by Ian Bartlett, seconded by Chris Couper that Josie Scott (Chair), Shane Kramer (Treasurer) and CEO Karen DeLuca be authorized to make executive decisions on behalf of the board as required and any decisions to be ratified at the next board meeting – carried.**

8. Date of next meeting: Wednesday September 20, 2023 @ 6pm

9. Adjournment – **Motion 2023-05-05 Moved by Ying Ji, seconded by Ian Bartlett that the meeting be adjourned at 6:56 pm – carried.**