

<b>Present</b>	Shane Kramer Ian Bartlett Elisabeth von Bloedau Mary Adeyanju (via Zoom) Karen DeLuca, Chief Librarian	<b>Regrets</b>	Josie Scott Chris Couper Ying Ji
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1. The Vice Chair called the meeting to order at 6:07 pm
2. Agenda – **Motion 2023-04-01 Moved by Ian Bartlett, seconded by Elisabeth von Bloedau that the agenda be adopted as circulated** – carried.
3. No declarations of conflict of interest
4. Minutes – **Motion 2023-04-02 Moved by Ian Bartlett, seconded by Mary Adeyanju that the minutes of the March 2023 meeting be adopted.** – carried
5. Librarian’s Report
  - 5.1. Expansion Update: The Town has provided preliminary cleaning; Some collections in the lower level are still out of circulation. The new space should be available for use for the upcoming Library Conference May 4 – 6. Installation of the pocket doors to the new main level programming space is delayed until June. Exterior landscaping and programming space will be completed in late spring. The CEO will be meeting with the Town to discuss benches and other outdoor features regarding the expansion. Official opening will be held in June at the earliest.
  - 5.2. Financial Update: The auditor has been on site, but we do not yet have a presentation date. Following the audit, the new QuickBooks system will be implemented. ScotiaBank has resolved the interest on the library’s account, but there are still monthly transaction fees associated with the account. To date, only the Summer Experience Program grant has been successful. Other grants that have been submitted are: Young Canada Works and Canada Summer Jobs.
  - 5.3. Administration:
    - 5.3.1. Training Update. Trustees Bartlett and von Bloedau attended the OLS Board Training held at the Perth & District Union Library and reported the day was informative with a review of rules and regulations as well as an overview of Governance vs. Management roles.
    - 5.3.2. IT / Cybersecurity – The CEO reviewed the current IT support structure and proposal from Ninpo Security. References will be contacted
    - 5.3.3. Community Fridge Project – Nu-Tech has supported the Community Fridge Partnership with the Food Bank on the understanding that it is a pilot project with policies to be developed and reviewed as the service is used. The information package will be reviewed by the Food Bank Board.
  - 5.4. Programming –
 

Children’s programming for April and May have been set. Class visits will end for June in preparation of summer programming.

After some preliminary review, it’s been determined that a tutoring program launch requires more research and staff time than we are able to commit at this point. The Rotary Club has been advised that this initiative is on hold for the moment.

The Spring newsletter has been drafted. It is hoped the library can launch the One Community Reads initiative this spring with a special culminating event featuring Dr. Brian Goldman and David Johnston in October / November.

Reminder: the Library will be closed for regular use May 4 – 6 for the Little Branches Rural Roots Library Conference. However the book return and curbside printing services will continue.

- 5.5. Library statistics were reviewed
6. No New Business
7. Date of next meeting: Wednesday May 17 @ 6pm
8. Adjournment – **Motion 2023-04-03 Moved by Ian Bartlett, seconded by Mary Adeyanju that the meeting be adjourned at 7:03 pm – carried.**