

Present

Josie Scott
Ian Bartlett
Ying Ji
Chris Couper
Shane Kramer
Mary Adeyanju
Elisabeth von Bloedau
Karen DeLuca, CEO

Regrets

1. The Chair called the meeting to order at 6:00 pm
2. Agenda – **Motion 2024-03-01 Moved by Shane Kramer, seconded by Mary Adeyanju that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2024-03-02 Moved by Ying Ji, Seconded by Shane Kramer to accept the Minutes of the February Meeting as corrected** – carried.
5. Librarian’s Report
 - 5.1. Restoration update – The CEO provided a status update on the lower level access. Cleaning and furniture assembly is underway and materials are returning to their designated areas. The Gaumond Room is still unavailable as it is filled with inventory and overflow of excess flooring etc. The Main Hall was cleared in preparation for March Break activities. Insurance documentation, invoices and comparisons are being reviewed and readied for submission to the Town for re-imbusement.
 - 5.2. Administration
 - 5.2.1. Financial – On March 25, the Township of McNab/Braeside will consider the library’s increased grant request in support of the Community Librarian position. The Town typically reviews population adjustments in the spring.
 - 5.2.2. Strategic Planning – The information from OLS was reviewed and a full facilitation will be requested. Consultant Alexandra Taylor has been assigned to Arnprior’s Strategic Plan. The CEO will confer with OLS to determine timeline. A community questionnaire will be created with input from similar documents. Board members to review questions and set the new survey in May. Prize packs could be awarded as an incentive to complete the survey.
 - 5.2.3. Scharf Hall official naming – the celebration is tentatively set for mid-May in conjunction with the availability of various key participants -Scharf Family Charitable Trust, Roberta Della Picca as Algonquin Elder as well as current and former Board members to join the general public for the event. The Board also reviewed the request from Seniors at Home for a tree planting and bench honouring volunteers to be located in the new programming space. It was determined that the benches already committed to the area are sufficient and directed the CEO to offer the side lawn of the Library as a potential location for SAH.
 - 5.3. Programming
 - 5.3.1. There’s been a request for Curby to attend a Township event on June 28th. The Board may reconsider following the hiring of a community librarian.

5.3.2. The CEO has met with the Longer Table volunteers and the Town to review plans for a hedge at the new outdoor programming space and a new garden toward the rear of the building. This will be part of an ongoing family gardening program.

5.3.3. The Nu-Tech monies will be used to purchase a pantry to begin the food distribution program. The CEO is in contact with other libraries hosting successful pantries to establish initial procedures for a smooth roll-out in advance of the purchase of a community fridge.

5.3.4. The Library has secured a limited number of Eclipse glasses for free distribution.

5.3.5. March Break was a capacity success with great community partnerships including meditation, ice cream making, dance, inclusivity and African drumming.

5.4 Circulation – Statistics were reviewed with increases in patron counts and circulation numbers.

Motion 2024-03-03 – Moved by Shane Kramer and seconded by Chris Couper that the Librarian’s report be accepted – carried.

6. New Business –

No fixed address cards – discussion on the establishment of a new patron type to assist those vulnerably housed. It was suggested a graduated privilege card may be a feasible option. A fund could be created to cover incurred costs. The CEO will review policies of other libraries.

Trustee Couper reported the Charge ON EV grant applications are now closed. Location would be the current reading garden, pending a successful application and Town approval.

The CEO reported staff concerns about T4s received in unsealed envelopes. Trustee Couper will inquire.

7. Date of next meeting: April 17, 2024.

8. Adjournment – **Motion 2023-03-04 Moved by Ying Ji, seconded by Elisabeth von Bloedau that the meeting be adjourned at 7:11 pm – carried.**