

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 2024-06-01 Moved by Ying Ji, seconded by Ian Bartlett that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2024-06-02 Moved by Ian Bartlett, seconded by Chris Couper to accept the Minutes of the May Meeting**– carried.
5. Librarian’s Report

5.1. Administration

5.1.1. Library staff will no longer be covered by the Town’s HR training. Initial quote from HR Downloads for a stand alone not-for-profit contract is \$5800 for a 2 year contract. The CEO will confer with ONTrac to determine alternatives for mandatory training.

5.1.2. Financial –KPMG Auditors have been on site to work on the financials. Data entry is done off-shore. Timeline for presentation has not been confirmed. A special meeting may be called at the discretion of the chair for the presentation of the draft financials. CEO is seeking breakdown of deferred revenues.

Motion 2024-06-03 Moved by Chris Couper, seconded by Ian Bartlett that the reserve policy be amended granting the CEO authority to draw from cash reserves to up \$25,000 to cover cash flow – carried.

Donations from IG Giving, Rotarians and Arnprior Optimists have been received to offset programming costs (adult and summer youth programs)

CEO is awaiting finalization of the Community Librarian position on the salary grid. The 8 month pilot project will start with the hire and may straddle the calendar year.

5.2 Programming: Summer Hours July 2 – August 31:

Monday, Tuesday 9:30am – 6pm;

Wednesday, Thursday, Friday 9:30am – 5pm

Saturdays 10am – 2pm.

Summer programming registration has exceeded 100 participants in less than a week. Three summer students will provide programming; a summer student assistant position will provide support with registration allowing more outreach. The Summer Reading Club format will again support local businesses with the purchase of coupons participants can spend for having read books.

Strategic planning can begin in September; OLS consultant to provide support in late summer/early fall.

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

Motion 2024-06-04 – Moved by Ian Bartlett and seconded by Chris Couper that the Librarian’s report be accepted – carried.

6. New Business – Capital acquisition discussion

Motion 2024-06-05 Moved by Mary Adeyanju, seconded by Shane Kramer that the Board move into closed session re: identifiable individual – carried.

Motion 2024-06-06 Moved by Ian Bartlett, seconded by Shane Kramer that the Board move out of closed session – carried.

Motion 2024-06-07 Moved by Shane Kramer, seconded by Mary Adeyanju that monies be released from reserves and deferred revenues to cover the cost of a park bench and installation – carried.

Artistic Bench – wording issue: the project be revisited with wording to focus on the definition and history of the Arnprior Public Library. Trustee Couper will ask to have a library presentation included on the July 8th Council meeting agenda.

7. Date of next meeting: at the call of the chair

8. Adjournment – **Motion 2024-06-08 Moved by Ian Bartlett, seconded by Ying Ji that the meeting be adjourned at 7:16 pm – carried.**