

Present

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

Regrets

1. The Chair called the meeting to order at 5:59 pm
2. Agenda – **Motion 2024-10-01 Moved by Ian Bartlett, seconded by Ying Ji that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2024-10-02 Moved by Chris Couper, seconded by Ying Ji to accept the Minutes of the September Meeting**– carried.
5. Librarian’s Report

- 5.1. Administration - Audit Approval - **Motion – 2024-10-03 Moved by Ian Bartlett, seconded by Shane Kramer that the 2023 Audit as presented by KPMG at the September regular meeting be approved** – carried.

McKillican & Associates to provide a quote for 2024 Audit services for review at the November meeting.

Safety concerns – there have been a few incidents at the library raising concerns re: safety and staff training. The American Library Association’s Homelessness Training with Ryan Dowd will be set up for all staff. The CEO will reach out to the security firm to determine costs of panic buttons for staff. The library would absorb the additional cost of this service. Other training options will be explored.

The Ontario Library Service consultant assigned to assist with Strategic Planning has started maternity leave. OLS will reach out when a replacement has been appointed.

The Town of Arnprior has a small window to open the Development Charge bylaw to include any studies pertaining to growth that the library would want to initiate. Following consultation with other CEOs and OLS, the only studies that would qualify would be pertaining to new builds or major renovations.

The memorial bench has been installed at the outdoor walkway. The town will invoice for the additional installation work.

- 5.2. Demonstration of the new website. Some of the new features include a News Blog and Value Calculator.

A new streamlined email platform will be used to distribute newsletters and various programming updates etc. The service is free for the current level of subscribers, but as the library surpasses the 2500 subscription count, the cost will be about \$250 annually.

5.3. Programming

Children's Programming is in full swing. There was no uptake on our Teen Program offering, so the 2 part quilling workshop was opened to adults and filled within 2 days.

Ontario Public Library Week also includes the Bob McDonald Author visit on October 27 and the mural colouring in the lower level. The author visit is near capacity. White Pine Books is the co-host of this event.

Mahjong meets on Thursdays, uptake is brisk for Scrabble (in November) and the Monday Art meet-up (end of October) and Spanish meet-ups on Monday. We're still waiting for volunteer leads for the French Conversation meet-ups.

Library will partner with Local Immigration Partnership and the Museum on special programming for Diwali and Day of the Dead.

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

Librarian's report accepted

6. New Business - **Motion – 2024-10-04 Moved by Shane Kramer, seconded by Chris Couper that the board move into closed session – carried**
Motion 2024-10-05 Moved by Shane Kramer, seconded by Elisabeth Von Bloedau that the board move out of closed session with instruction to the CEO to implement the updated salary grid – carried.
7. Date of next meeting: November 20, 2024
8. Adjournment – **Motion 2024-10-06 Moved by Ying Ji, seconded by Elisabeth vonBloedau that the meeting be adjourned at 6:48 pm – carried.**