

Present

Josie Scott
Shane Kramer
Ian Bartlett
Ying Ji
Chris Couper (via Zoom)
Tatiana Lacerda, KPMG (via Zoom)
Karen DeLuca, CEO

Regrets

Mary Adeyanju

1. Chair Josie Scott called the meeting to order via Zoom at 6:05 pm
2. Agenda – **Motion 2025-06-01 Moved by Ying Ji, seconded by Shane Kramer that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2025-06-02 Moved by Shane Kramer, seconded by Ying Ji that the minutes of the May 2025 meeting be adopted as circulated** – carried.
5. Audit report
Tatiana Lacerda of KPMG provided an overview of the Arnprior Public Library Board’s Draft Financial statements including status of reserves, deferred revenues and general operations. There were no concerns raised. **Motion 2025-06-03 Moved by Ian Bartlett, seconded by Shane Kramer that the 2024 Financial Statements be adopted as presented** – carried.
6. Librarian’s Report
The current financial system (Quicken and Excel) will be migrated over the summer with training to be provided to the CEO. This new approach will streamline the library’s reporting and facilitate through the audit process in 2025.
Payments have been received for the space rental for the recent Federal Election on Easter Weekend. Additionally, the wedding booked for the end of May has been paid in full. Future consideration of the library as wedding location should be reviewed. Monies have also been deposited for the Summer Experience Student Grant and the annual operating grant from the Township of Lanark Highlands.

The Board received the letter of resignation from Brenda Guiney who regrettably is leaving her post to support family. The CEO will advise the L/H Township clerk for a replacement.

Strategic Planning: Surveys have been distributed to focus groups and staff for feedback. Consultant Allison Pilon will compile comments from the SWOT and PESTEL input in preparation of the July 5th in person planning session. Trustees who have not yet submitted their input are asked to do so as soon as possible.

The Municipal Library Use Committee will be meeting for the first time on June 18. The committee is comprised of Josie Scott, Shane Kramer, Arnprior Mayor Lisa McGee and M/B Councillor Jill Campbell. As per the agreement, the terms are reviewed on a 5 year basis.

There are technical glitches in setting up the book locker, namely the ability for the two software platforms to correctly read the barcodes to complete the communication piece. It appears the library's ILS will need to run some patches and updates.

Many hours have been spent setting up the library's new program registration process which will authenticate library membership through the calendar booking. The new method should streamline the process.

Two computers are in need of replacement and Windows 10 support will end by October. The library will be able to acquire new licences via Tech Soup at a greatly reduced not-for-profit rate.

Programming

Summer hours will begin after Canada Day with opening times set at 9:30 to best accommodate the start of children's programming at 10am.

The Summer Reading Club is off to a great start with 70 registrants to date.

Math tutoring supported by Arnprior Rotary has come to an end for the spring session and there are requests for more support in the fall.

The Teen Study groups were well attended and the library is looking to launch a Teen Book Club in the fall.

Self-directed programs will continue throughout the summer (Chess Meet-ups, Millennial Book Club, Whatknots Knitting Group). Busker's Café is on hold until September.

Local Immigration Partnership will offer ESL programming with the support of new settlement workers.

Statistics were reviewed. The new Interlibrary Loan system is causing circulation issues throughout the province.

7. No New Business
8. Next meeting – At the call of the chair
9. Adjournment – **Motion 2025-06-04 Moved by Ying Ji, seconded by Ian Bartlett that the meeting be adjourned at 7:08 pm** – carried.