

Present

Neil Salminen
Bill Skinner
Elizabeth Stewart
Jeanette Grant
Josie Scott
Lisa McGee
Karen DeLuca, Chief Librarian

Regrets Susan Munro

1. Chair called the meeting to order at 6:00
2. **Motion 2019-31 Moved Elizabeth Stewart, seconded by Josie Scott that the Agenda be approved as circulated** - carried
3. No conflicts of interest declared
4. **Motion 2019-32 Moved by Elizabeth Stewart, seconded by Jeanette Grant that the minutes of the June 19,2019 meeting be approved as circulated with minor correction to item 6.2 and the inclusion of the word 'is' – carried.**
5. Business arising from the minutes
 - 5.1. Expansion Presentation – Email correspondence from Toon Dreesen of DCA Architects was received. The CEO has been tasked with followup and determining next steps to get drawings finalized for public review.
 - 5.2. ILLO Update – 96% of Ontario libraries have reactivated their Interlibrary Loans. SOLS has indicated we can set our own parameters so that we are no longer net lenders (i.e. sending out more titles than we are ordering for our patrons). The upcoming Little Branches Rural Roots Library Conference will include a round table discussion on ILLO and it is anticipated SOLS Consultant Peggy Malcolm will moderate.
6. Librarian's Report
 - 6.1. Financial –

Revenue and expenses to date were reviewed.

The GIC which matured in July is currently in the general bank account earning an interest rate of 1.45%. A cashable GIC doesn't offer much more re: interest rate. Consensus is that the monies will be expended this year for expansion drawings.
 - 6.2. Administration –
 - 6.2.1. Technology: The DSL service has been upgraded with the rooftop wireless connection now serving as the fail-over for connectivity. The increased bandwidth from our ISP actually results in a net monthly saving of approximately \$60. Insignia had an update performed on September 16th in an attempt to stabilize some authentication issues (primarily with ILLO and eResources).
 - 6.2.2. There has been very positive feedback to the Little Branches, Rural Roots Library Conference to be held at the library in October. Registration closes on September 20th. Our anticipated capacity is 120 (delegates, vendors and volunteers). The full program and information is available on the LBRR website. The steering committee functions independently of any library, with its own bank account and administration.
 - 6.2.3. The CEO met with the town's new CAO during a tour of the library.

- 6.2.4. The Town will be hosting its annual Volunteer Appreciation event in April during National Volunteer Month. The Library was invited to participate in the planning and was chosen as the host venue. Details will follow. The Board's annual Staff & Volunteer Appreciation evening will take place October 18th in the main library. The CEO will send out the invitations and book the caterers. Socialization will be from 5:15 –6pm followed by dinner.
- 6.2.5. Former Board Member Sandra Glynn has passed away. Donations are being sent to the library. A book spine memorial will be ordered. The wake will be Friday September 20.
- 6.3. Programming –
- 6.3.1. NYE Tickets are now on sale
- 6.3.2. Holiday Hours **Motion 2019-33 Moved by Bill Skinner, seconded by Lisa McGee that the library be closed December 24, 25, 26 in addition to December 31 and adjusted hours noon – 5pm on Monday December 30** - carried.
- 6.3.3. More than 80 people have registered for the upcoming ADLS with Major General Lewis MacKenzie (ret'd) presenting on Saturday September 21st.
- 6.3.4. The partnership with SALC and the Men's Shed had raised in excess of \$1000 towards the project. The library is gathering names of volunteers who will "adopt" the units to ensure they are stocked and maintained. The library will provide donations to help to start the collections.
- 6.3.5. The Library has submitted a request to be a Tackle Share location. This initiative is a nice fit to the recently acquired Ontario Park Passes.
- 6.3.6. The CEO has been invited to a variety of meetings to speak about the library (SALC, Senior's At Home, Women's Institute). The library also attended the Culture Fair at the Nick Smith Centre. Public attendance was low and future participation will be limited to an information table with pamphlets and flyers.
- 6.3.7. The library will be partnering with the county's Sexual Assault Centre as a Purple Door Location (providing a private, confidential location for women to hold on line meetings with support workers)
- 6.3.8. Children's programming – summer stats were reviewed. More than 250 children signed up for the TDSRC and 80 of them read their way to the end of summer party.
- 6.3.9. Ontario Public Library Week (October 20 – 26) planned events include: Green Screen Christmas Portraits for seniors - a partnership with Seniors At Home; Food for Fines program; Book Binge; Local author Book Launch
- 6.3.10. The Reading Garden has been tended to by a new dynamo duo of Jeanette Grant and new library volunteer, Ingrid Stack.
- 6.4. Statistics – Trends were reviewed.
- 6.5. Correspondence – was received as information.
7. Report of Board Members' Advocacy activities - Bill Skinner promoted libraries (at meetings of Hunters and Anglers) as the logical location for growth of the Tackle Share program
8. Date of Next meeting: October 16, 2019
9. **Adjournment - Motion 2019-34 Moved Lisa McGee, seconded by Bill Skinner that the regular meeting of September 18, 2019 be adjourned at 7:05 pm** – carried.