

Present

Neil Salminen
Bill Skinner
Lisa McGee
Elizabeth Stewart
Josie Scott
Andrew Nellestyn
Sue Munro, via Zoom
Karen DeLuca, Chief Librarian

Regrets

SPECIAL MEETING / STRATEGY SESSION for upcoming services contract negotiations

1. Meeting called to order at 6:02pm
2. Motion to approve the agenda: Josie / Andrew
3. No declarations of conflicts of interest
4. Strategy session

4.1. Discussion on the current agreement with McNab/Braeside

The agreement was based on an operational cost set in 2014/2015. It proposed a graduated increase in the contribution from M/B to reach a 60/40 split between the two municipalities to cover the cost of operations.

The agreement set out a 1% annual increase.

Population reviews on an annual basis shifted the grant allocations between the municipalities, but not the overall baseline. One exception was the year that the salary grid was reviewed based on the increase in minimum wage. That impact was covered by the Town of Arnprior.

Over the course of the 5 year agreement, the library's funding did not match the annual COLA on salaries and wages.

If the actual cost of living had been applied in each year of the 5 year agreement, the total contribution would have been closer to the 2020 ask which included a full time staff member.

Over the course of the agreement, the library offset the increasing payroll costs as well as budget lines such as eResources with an increase in adult programming and fundraising.

4.2. Moving forward

4.2.1.A new baseline number must be determined.

The new agreement should focus on the contribution from the contract, and not tie the library's budget when presenting to Arnprior Council. The contract is a means to determine the split and not tie the grant allocations for the term of the agreement.

"M/B pays on the agreement; TOA pays on budget need.

In the new reality of limited fundraising, no programming revenue and loss of other sources such as invigilation services, copying/printing, book sales and coffee sales the library's self-generating revenues are taking a hit.

Questions: is the 60/40 breakdown fair? What is the new baseline? How has COVID affected the service delivery model?

4.2.2.Approach: Review the option of expanding the board to include another member from M/B. If this option is to be pursued, the board would have to increase from 7 to 9 with another Arnprior rep?

Merits of approach – keep it simple; divorce the agreement from the Town grant; build in flexibility for COLA; maintain the 60/40 benchmark

Library to draft the agreement to make it more of “our own” as laid on in the Public Libraries Act. A ‘hybrid” solution. Library offers more input in the contract negotiations process by providing the wording of the agreement. Committee of both mayors, library board reps is a doable approach given the political history of the relationships between the two councils re: library funding.

Separate the library agreement from the needs of the recreation agreement.

Introduce library’s long term vision – new service delivery model with the potential to build on successes and learning curve from COVID.

4.3. Budget – CEO to draft a high level 2021 budget scenario and forecast for 2020 for further discussion. New reality will make it difficult to determine staffing needs until there’s a “test run” of the new COVID procedures.

4.4. Realistic ask from M/B

Maintain the 60/40 benchmark

4.5. Next steps

Review other service contracts;

Draft wording of an agreement;

High level budget scenario

Next meeting: July 22, 2020 6pm in the library or virtual participation.

5. Motion to adjourn 8:03pm Lisa / Josie.