

Present

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

Regrets

1. Interim Chair called the meeting to order at 6:01pm
2. **Motion 2020-11-04 Moved by Elizabeth Stewart, seconded by Lisa McGee the Agenda be approved as circulated** - carried
3. No conflicts of interest declared
4. **Motion 2020-11-05 Moved by Elizabeth Stewart, seconded by Lisa McGee that the Minutes of November 18, 2020 meeting be approved as circulated** – carried.
5. **Service Contract Update** – Interim Chair and CEO attended the November 24, 2020 meeting at McNab/Braeside Township offices to discuss the Joint Services Agreement. Notes from the meeting (as taken by the library) and the board letter outlining concerns with the level of funding are attached.
Discussion at the November 24th meeting focussed on the perceived lack of service during closure and a reduction in service since reopening on August 5th. Options for dealing with the 2020 deficit includes a notice of motion presented to Arnprior Council for a one time grant to offset the current year forecasted debt. Negotiations on the updated JSA are deferred to the new year.
6. **2021 Budget** - service level options were reviewed. Based on current unknowns re: COVID and a rollover of the JSA, budget option 1 including a 1.5% COLA increase and 35 hours/week public access is the preferred approach. **Motion 2020-11-06 Moved by Elizabeth Stewart, seconded by Bill Skinner that the 35 hour per week funding model will be presented to Arnprior Council on December 9, 2020** – carried. The presentation will include opening and closing remarks from the Chair. The CEO will present the 2020 review and the 2021 budget.
7. **Librarian's Reports**
 - 7.1 Newsletter / programs were reviewed.
The library will bring Curby to participate in the Drive By Santa event at the Nick Smith Centre on November 29th. The library has partnered with Valley Heritage Radio as the Youth Services Librarian will be reading some library Christmas books as part of their launch to the Christmas season to be broadcast in conjunction with the Drive By Santa afternoon.
 - 7.2 Public access hours were reviewed. Based on community use / demand, the Saturday Curbside Service will be suspended for the month of December and hours will be adjusted to provide morning access. Additionally, the library will be open between Christmas and New Years as many individuals and families may be looking for an outlet during the holidays.

7.3 A survey to determine library usage prior, during and post pandemic closure will be launched in early December. It will provide information to assist with the plan to reintroduce services when restrictions start to lift.

7.4 Statistics were reviewed.

8. No other business

9. Next meeting December 16, 2020

10. Adjournment: **Motion 2020-11-07 Moved by Neil Salminen, seconded by Bill Skinner that the meeting be adjourned at 7:03pm – carried.**