

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 6:03pm
2. **Motion 2020-12-01 Moved by Elizabeth Stewart, seconded by Neil Salminen the Agenda be approved as circulated** - carried
3. No conflicts of interest declared
4. **Motion 2020-12-02 Moved by Elizabeth Stewart, seconded by Lisa McGee that the Minutes of November 25, 2020 meeting be approved as circulated** – carried.
5. **Service Contract Update** – The Board reviewed the proposed amendment to the Joint Services Agreement as presented by the Township of McNab/Braeside from the Township’s regular meeting December 15, 2020. The terms of the proposed amendment were discussed at length. The existing agreement has been rolled over for an additional 5 year period. There was concern regarding the ability of the board to set levels of service.
The JSA includes a detailed approach in the event of a dispute. There was discussion on the cost of arbitration.
A decision on a response to the Township to be deferred while the Interim chair reviews the information and drafts a detailed motion for discussion at a special meeting on December 22, 2020.
6. **2021 Budget** – Distribution of the budget presentation with notes. Arnprior Town Council will deliberate in late January.
7. **Librarian’s Reports**
 - 7.1 Newsletter / programs were reviewed.
Several donations have been received in early December. Some will require a motion at year end to allocate to the Children’s Program reserve and Book reserve.
The family of the late Jack Lammert has requested their \$10,000 in memoriam donation in be used to augment acquisitions.
Motion 2020-12-03 Moved by Bill Skinner, seconded by Lisa McGee that the Board create the Jack Lammert Reserve Fund and that the Board approve the expenditure of \$2,000 each year for the next 5 years to augment the Book and DVD budget lines. - carried
 - 7.2 The response to the COVID usage survey has been very high with more than 270 surveys completed to date. Electronic reports are continuously updated and links to the filtered reports have been distributed to trustees.

Nearly 40% of respondents are from McNab/Braeside patrons. It was noted that a higher percentage of township residents used the library’s services during the COVID lockdown in

March and April than residents of Arnprior. The survey will remain live until the Christmas break.

7.3 Statistics were reviewed.

8. No other business

9. Next meeting: Special meeting December 22, 2020

10. Adjournment: **Motion 2020-12-04 Moved by Neil Salminen, seconded by Elizabeth Stewart that the meeting be adjourned at 7:33pm – carried.**