

Present

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

Regrets Hyacinthe Chatterton

1. Chair called the meeting to order at 6:01 pm
2. **Motion 2021-06-01 Moved by Bill Skinner, seconded by Elizabeth Stewart the Agenda be approved as circulated.**
3. No declarations of conflict of interest
4. **Motion 2021-06-02 Moved by Elizabeth Stewart, seconded by Elisabeth von Bloedau, that the minutes of the May 26, 2021 meeting be approved as circulated – carried.**
5. **Service Contract Update**

Minutes of the June 22 Municipal Library Use Committee distributed. The Chair highlighted discussions and briefly outlined that the Township has no appetite to pursue a solo agreement with the Library Board. The Township hosted the meeting due to space limitations elsewhere. The agenda was set by the Library with input from the town of Arnprior. Main issues included a review of 1% vs. COLA. Comparison documentation compiled by the library was distributed. Both funding partners concurred the base operating cost needed to be reviewed. An auditor will be sought to review the JSA. The Town will take the lead to source a consulting firm.

6. Librarian's Report

6.1 Newsletter and programming review: Summer Reading Club is well underway with three summer students. There's been solid interest in the Indigenous Canada Discussion Group and the Introduction to Mindful Meditation Group. If required, any incurred costs can be covered by the adult programming reserve.

\$300 has been raised with the perennial garden plant fundraiser and a houseplant fundraiser is in the works. A new exhibit for the OVCAC has been installed and the gallery is well received. The next installation is set for August 3rd.

6.2 Development Charges By-Law letter from the auditor was reviewed. The Town has indicated the contribution adjustments can be updated in the next By-law review. One option for equipment funds could be a reconfiguration of the book drop as there have been safety concerns with falling snow and ice from the metal roof at the current location. Also, book return size is an issue with a growing population / usage. A quote from Carr McLean was distributed. Additionally, new shelving to accommodate expanding collections can make use of the space vacated by computers which were too close together under new COVID protocols. A quote from Library Outfitters to come.

The CEO is to reach out to the Town regarding a grant application for Expansion through the Community Revitalization Fund

6.3 Service Levels: As of July 5th, Summer Hours will be:

Mondays 10am – 7pm; Tuesdays – Fridays 10am – 5pm and Saturdays 10am – 2pm

This schedule should meet demand as well as accommodate custodial commitment from the Town.

Under the new guidelines, contract tracing and material quarantine is no longer required. Staff will continue the cleaning intervals and the Town will provide 2 deep cleans daily for public washrooms and high touch points.

Library staff will be continuing Curbside Service in addition to in person browsing.

The library has ordered Rapid Test kits for exclusive use of staff and volunteers, as required.

These tests are free of charge through the Red Cross.

6.4 Statistics were reviewed

7. No new business
8. Next meeting: at the call of the Chair
9. Adjournment: **Motion 2021-06-03 Moved by Lisa McGee, seconded by Elisabeth von Bloedau that the meeting be adjourned at 7:11 pm – carried.**