

MINUTES OF THE RENFREW PUBLIC LIBRARY BOARD MEETING

Date & Time: October 20th at 5pm
Location: Virtual Meeting via Zoom

1. Welcome and Roll Call

Members Present: Margaret Maloney, Jane Donnelly, Donna Clark, Kelly Thompson (CEO), Heather Dale, Christin Miller, Tom Sidney (Councillor), Andrew Evans (Councillor)

Regrets: *N/A*

Guests: *N/A*

2. Consensus Agenda

- The Agenda
- Minutes of Meetings
 - Minutes of the Renfrew Public Library Board Meeting from September 22nd, 2020
 - Minutes of the Special Meeting of the Renfrew Public Library Board held September 26th, 2020
 - Discussion re: Minutes sent to Town Council
 - Councillor Evans Andrew – questioned timing of Library Board Minutes sent to Council, and requested draft minutes be forwarded to Town Council
 - Board Discussion among members re: how other departments deal with Minutes.
 - Decision was made that the only really outdated minutes are presented in September as there are no Board meetings over the summer months, so CEO will ensure Draft June minutes are forwarded to the Town following the June meeting.

MOTION – Moved by Margaret Maloney and seconded by Christin Miller that the June minutes be sent in Draft form to Town Council in order to prevent a lag in information, seconded. *Carried.*

- CEO/Library Activity Report of Sept – Oct 2020
 - 42 new patrons have joined the library since August 10th!
 - Internet costs are being covered for 2020 thanks to provincial funding
 - Book and plant sale going well (over \$200 raised on the first day)
 - Luke Murphy author talk went well - 7 people attended and author was very happy with the event
- Monthly statistics for September 2020
 - Lending is down, but e-resources and social media usage are up

- Tracking statistics has been challenging due to new online programs, etc., but we are working to ensure accuracy
- Annual Typical Week survey is going to be especially challenging this year

3. Conflict of Interest N/A

4. Financial Statement

- Monthly financial statement for September 2020
 - 2020 Internet costs will be covered by SOLS. Cheque will be issued in January 2021
 - Money comes out in the audit, number will be adjusted to truly reflect the financial year
- Budget Approval
 - Although currently looking like we may be under budget, for current year this number may change
 - Covid related expenses have been tracked separately and haven't been part of the budget

MOTION: Moved by Christin Miller and seconded by Tom Sidney that the Financial Statements for September and budget 2021 be accepted. Carried.

5. Business Arising from the Minutes

- Discussion with neighbouring municipality
 - Kelly in contact with Allison Holtzhauer and the GMPL Board
 - Kelly shared her presentation with Allison, who in turn shared it with the GMPL Board
 - Chair of GMPL Board sent a letter Monday with questions they had in regards to a service agreement and would like to see an updated presentation with more specific details
 - Kelly believes this would be beneficial to both Renfrew and Greater Madawaska residents
 - Needs to clarify that this means their Board will effectively be dissolved (with representation on our board)
 - GMPL would gain benefit of professional staff and increase in hours of operation among increase in services
 - Kelly would like to do a presentation with a Board Member on what RPL role would be
 - Questions from members included: Is their CEO more interested in the proposal for the benefit of the council? What is their relationship with the school board?

- Service fee in the draft GMPL budget goes to the town of Renfrew to recognize the extra work they may encounter
 - Budget - are we comfortable with the numbers? Would not cost to join the catalogues. Rent and utilities are paid to the school board
 - Staffing - they will be brought into our union,
- What is next?
- Second presentation outlining what was discussed tonight to be presented to the GMPL board with Jane
 - Keep Kim Bulmer in the loop to see what the next steps are
 - Can these discussions go under Town Council closed sessions? Town should be aware of proposal.
 - Great potential for sharing of the communities
 - Still keeping in mind, the GMPL board may not accept the terms - we are not losing anything if they say no

MOTION: Moved by Tom Sidney and seconded by Donna Clark that Kelly has our approval to make a presentation to the GMPL board to provide services as a branch of RPL. **Carried.**

6. New Business

- Discussion re: 100th Anniversary of the Library Building
- Slideshow is being produced
 - Local authors?
 - Do we do big events, as well as small?
 - Focus on the Program Centre? Even the lower level to start
 - Can we fundraise online? Are there grants to get the drawings done?
 - Special library cards made up for that year that can be specially purchased
 - October 1921 was the grand opening of the building - matches up with public library week next year
 - Do we need a sub committee?
 - Tom volunteered
 - Kelly will sit on the committee
 - Christin is willing to participate
 - Kelly would like to include a staff member
 - First meeting: October 29th @ 10 am in program room
- Trustee Meeting November 14th - Jane will attend, but encouraged other members to consider attending future meetings

7. **Next Meeting – November 17th, 2020 via Zoom**
8. **Adjournment @ 6:07 PM MOTION:** Heather Dale to adjourn