

Magnetawan Public Library

LIBRARY BOARD MEETING MINUTES

DATE AND TIME	Tuesday, Oct 24, 2023, 7:00pm
LOCATION	Magnetawan Public Library
ATTENDEES	Julie Ferris, Elinor Raaflaub, Mary Bishop, Sheila Smith, Jon Hind Lorinda Makoviczki
REGRETS	Michael Fleming
CALL TO ORDER	7:00pm Julie Ferris

APPROVAL OF AGENDA

2023-03 Moved: Julie Ferris
Carried Seconded: Elinor Raaflaub
Be it resolved that the agenda for this meeting be approved as amended.

APPROVAL OF LAST MEETING MINUTES

2023-04 Moved: Mary Bishop
Carried Seconded: Elinor Raaflaub
Be it resolved that the last meeting minutes be approved.

DECLARATION OF CONFLICT OF INTEREST

2023-02 None

2023-05 - NEW BUSINESS

- 5.1 – Regrets about resignations of Angela Dunnett and Barbara Stewart.
- 5.2 – No quorum
- 5.3 – No quorum

2023-06 - BUSINESS ARISING

- No new business

2023-07 - CHAIR REPORT

- It is crucial that we have a committee for fundraising. The CEO cannot complete this task on their own with reduced hours and now working alone. We need two members that will investigate fundraising opportunities to determine feasibility and costs and report back to the Board.

- This does not mean the committee will facilitate fundraising on their own. The CEO will head any fundraising activities and members will assist. I believe we could be doing better with fundraising and applying for grants.
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- Until the new budget in January we will not be purchasing any new books, certain types of supplies or equipment. Our budget is extremely limited until the end of this current year. Keeping costs down is essential.
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- We still have policies that need to be completed. Myself and the CEO will be working on these.
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- A board member to have signing authority to replace Vice Chair Barb Stewart is required. There are two Municipal employees that have signing authority, we require four. It is seldom that a board member needs to sign anything but we need to have someone registered with the bank in case. I am listed as a signature and would be the first choice if it is required.
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- A Vice Chair needs to be appointed. The main reason for this position is to take the place of the Chair to head a meeting they are not available.
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- I will continue to facilitate employee relations and bring anything needing approval back to the Board.
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- It has been a difficult year. We will have a fresh start in the new year and should be able to concentrate more on fundraising and programs.

2023-08 – LIBRARIAN REPORT

Librarian Report - October 24, 2023

I went to the school for story time and craft with the kindergarten class on Thursday, Oct. 5th.

The library hours have been changed for the winter.

I am in the process of making a schedule for adult activities.

I will be talking to the schoolteachers to see if they would be willing to have their students do some crafts to decorate the library.

The library has been steady with patrons.

We have two programs currently running, book club and knitting club.

The knitting club is currently making small yarn dolls, they are called Izzy dolls. We are hoping to donate to organizations, and possibly sell some.

I am currently looking into a couple of grants. No real details currently.

I am planning on doing some decorating for Halloween and have a craft day on the Saturday before. I will be dressing up and will have candy to hand out.

2023-09 – ANNOUNCEMENTS AND INQUIRIES BY A BOARD MEMBER

- Please post about Halloween craft on Facebook.
- Board was asked if 7pm meeting time was still feasible
- Board agrees to continue to meet at 7pm.
- Feedback survey, possible 5 questions. E.g – hours, kids art program, activities

2023-10 – UNFINISHED/ONGOING BUSINESS

10.1 – Budget Report

10.2 – Julie & Lorinda will meet on a day the library is closed to finish up the policies

10.3 **Fundraising** - Mary Bishop, Sheila Smith and Elinor Raaflaub have volunteered for the committee

2023-11 – QUESTION PERIOD FOR PUBLIC

- N/A

2023-12 – CLOSED SESSION

- 12.1 – Labour relations or employee negotiations
Sec 16 (4) (d) Public Library Act

ADJOURNMENT

2023-13 Moved: Sheila Smith

Carried Seconded: Elinor Raaflaub

Be it resolved that the meeting adjourned at 7:40 pm.

Next meeting; Tuesday, Nov. 28, 2023, at 7pm

Chair Signature

