

A meeting of the Deseronto Public Library Board was held on January 30, 2019 with the following members present:

Ms. J. Rixen, Chair
Mr. N. Clark
Mr. D. Simpson

Mr. S. Everhardus, Vice-Chair/Council Rep.
Ms. A. Hudson
Mrs. M. Wagar

Also in attendance was Mrs. A. McDonald, CEO/Chief Librarian.

The Chairman opened the meeting at 5:05 p.m.

1. Approval of Agenda

It was moved by Mr. Everhardus and seconded by Mrs. Wagar that the Agenda be approved.

"CARRIED"

2. Declaration of Conflict of Interest

No conflicts of interest were declared.

3. Minutes

The Minutes of the December October 24, 2018 meeting were read.

It was moved by Mr. Simpson and seconded by Mrs. Wagar that the Minutes of the December 19th meeting be accepted as read.

"CARRIED"

4. Business Arising from the Minutes

Mrs. McDonald will contact OMERS to inquire about procedures for library staff to join the plan. The bank has provided Mrs. McDonald with a means of access to the library account.

Results of the application for Youth Grant funding will be received in April. The library will be receiving materials from the TC Summer Reading program.

5. Financial Report

The Bank Reconciliation to the end of December and Statement of Revenues and Expenditures were distributed. Mrs. McDonald gave a brief summary. She advised that, with advice from Mrs. Simpson, she was having no problems managing the book-keeping.

It was moved by Mr. Everhardus and seconded by Mrs. Wagar that the Bank Reconciliation and Statement of Revenues and Expenditures be approved.

"CARRIED"

Mrs. McDonald distributed a draft budget for 2019 and explained various lines. She noted that have been some problems with the printer and that, given its age, consideration should be given

to

/2

purchasing a replacement. She has gathered some estimates for a replacement. Also, the furnace has been in place since soon after the move to the current location and has required some maintenance. Consideration should be given to its future replacement.

It was moved by Mr. Everhardus and seconded by Mr. Clark that the draft Budget be accepted and forwarded to Town Council for review.

"CARRIED"

6. Report from CEO/Chief Librarian

Mrs. McDonald distributed copies of her monthly report. She noted that library traffic had been light the first week after the holiday break. Fewer patrons have been visiting the library and fewer using the computer lab. The total number of patrons is also lower than last year; contributing to the reduction, however, are several factors. Some patrons are not included in the bar-code system yet. Also, in the course of implementing the new system, staff have eliminated a number of memberships that were no longer valid--former members who have moved out of the area or are now deceased, etc. Mrs. McDonald also informed the Board that the response from the school has been disappointing so far.

Staff have planned a number of programs to attract young patrons based on a Dr. Seuss theme. A science fair already has fifteen registrants. Little Ray's Reptile Zoo is also booked to visit the library. Other activities continue.

A "Wellness Circle" will be held at the arena on April 17 from 11:00 a.m. to 2:00 p.m. Twenty presenters are registered to participate.

By 2021, the website must meet provincial accessibility standards. To bring the website into conformity will cost approximately \$1,500.

7. Correspondence

There was no correspondence.

8. Friends of the Library

Mrs. Wagar reported that the Friends are planning a writing contest for March Break and will be asking members of the Board to assist with judging.

9. Other Business

Ms. Hudson advised that the "little library" is now complete and asked where it should be installed. It was agreed to bring it to Town Council's attention for discussion.

10. Next Meeting

The next meeting is scheduled for February 27, 2019 at 5:00 p.m.

11. Adjournment

It was moved by Mr. Simpson and seconded by Mrs. Wagar that the meeting be adjourned at 5:58 p.m.

"CARRIED"

A handwritten signature in cursive script, appearing to read "Jean Rife".

CHAIRMAN/SECRETARY