

A meeting of the Deseronto Public Library Board was held on November 27, 2019 with the following members present:

Mr. S. Everhardus, Chair  
Mrs. M. Hilderley  
Mrs. P. Landry  
Mrs. M. Wagar

Ms. J. Rixen, Vice-Chair  
Mrs. J. Hill  
Mr. D. Simpson

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

The Chairman opened the meeting at 5:00 p.m.

1. Approval of Agenda

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

"CARRIED"

2. Declaration of Conflict of Interest

No conflicts of interest were declared.

3. Minutes of Last Meeting

The Minutes of the September 25, 2019 meeting were read.

It was moved by Mr. Simpson and seconded by Mrs. Hill that the Minutes of the September 25, 2019 meeting be accepted as read.

"CARRIED"

The Minutes of the October 30, 2019 meeting were read.

It was moved by Mrs. Wagar and seconded by Mrs. Hilderley that the Minutes of the October 30, 2019 meeting be accepted as read.

"CARRIED"

4. Business Arising from the Minutes

It was noted that no one had yet appeared to replace the Hastings County Employment Services staff. Mr. Everhardus will ask the Mayor to make inquiries at the County.

Mr. Simpson asked when results of the grant application might be received. Mrs. McDonald advised that she had received confirmation from the province that our application had been received. It will be reviewed there and then forwarded to the federal government for review. Results are not likely to be received until the spring.

5. Accounts and Financial Report

Mrs. McDonald distributed the Bank Reconciliation and Statement of Revenues and Expenses. She noted that maintenance expenses had exceeded the budget estimate due to repairs to the furnace and the batteries in the alarm system.

Income from fines, FAX's and bank interest were higher than expected.

It was moved by Mrs. Hilderley and seconded by Mrs. Landry that the Bank Reconciliation and Statement of Revenues and Expenditures be received and the Financial Report approved.

"CARRIED"

6. Report of CEO

Mrs. McDonald advised that the library would receive the connectivity funding in 2020. E-resources and Overdrive have been purchased. The library won't be purchasing the DVD pool next year but will continue to use the Large Print pools.

The library continues to attract new patrons and statistics indicate more books being borrowed and more people entering the library over the same period last year.

Mrs. McDonald reviewed recent programs at the library, including native dancers who taught sacred dances during Aboriginal Library Week, and the haunted library at Hallowe'en which was attended by 145 adults and children.

She also described some of the programs that are planned for Christmas, all of which are already filled.

Suggestions were made for a Christmas celebration for staff, volunteers and Board. Mrs. McDonald will contact the O'Connor House to see whether a dinner can be arranged for December 13.

8. Items to Report

a) ICIP Grant Update

As noted, the province has acknowledged receipt of the library application. The Chairman has sent thank you letters to Peggy Malcolm, from SOLS, for her assistance in preparing the application and Kendra Adema, the provincial Regional Development Officer, for her support and co-operation.

b) 2020 Budget

Mrs. McDonald has prepared a first draft of the 2020 budget. She noted the difficulty of adjusting for increasing costs of necessary services while still providing the resources and programs that patrons want.

It was noted that work will be required to bring the library into conformity with accessibility legislation. The building requires painting, new carpeting, upgrades to the washrooms. The removal of the stage at one end of the main room

has been planned for some time. It is hoped that we are successful in obtaining the funding for a new library but, if not, then the Town will require a maintenance plan to address the deficiencies.

The Chairman added that the Town should set up a capital budget to address current and future library needs. It was suggested that estimates for the required work could be obtained from local sources of expertise.

Mrs. McDonald was also advised to discuss maintenance needs, such as snow clearing, general maintenance chores, etc. with Town staff.

The Board discussed some of the rising costs, such as computer expenses. It was noted that the website would have to be revised to comply with accessibility requirements. The members considered possible income sources.

9. Friends of the Library Report

The Friends' bake sale is December 7<sup>th</sup>. Board member were also given tickets to sell for the Christmas Raffle, which will be drawn on December 17.

10. Next Meeting

The next meeting is scheduled for December 18, 2019 at 5:00 p.m.

11. Adjournment

It was moved by Mr. Simpson and seconded by Mr. Mrs. Hilderley that the meeting be adjourned at 6:20 p.m.

"CARRIED"



SECRETARY