

Minutes of Twp. of Madawaska Valley Public Library Board March 1, 2021 Board Meeting

Present: Frances Mawson, Natalie Barrington, Shawn Eagles, Andrea Buderick, Mark Willmer
Regrets: William Houle, Peter Fright
Staff: Karen Filipkowski, CEO / Secretary Treasurer

1. Online meeting called to order at 1:00 pm by Frances Mawson
2. Declarations of Conflict of Interest: None
3. Motion from Mark Willmer to accept the March 1, 2021 meeting agenda and the meeting minutes from the January 26th, 2021 Board meeting. Seconded by Shawn Eagles. Carried.
4. **Business arising from the minutes.**
 - a. **Policy:** Motion from Shawn Eagles to accept Policies OP-11 and OP-15 as amended. Seconded by Mark Willmer. Carried
Motion from Mark Willmer to accept Policy HR-04 with amendments. Seconded by Andrea Buderick. Carried.
 - b. **Strategic Planning:** Peter prepared an article for the local papers to create awareness about the plan, summarize the contents and advertise where to access the full report. It was also circulated on social media.
5. **Correspondence:**
 - a. **Barry's Bay BIA:** Email questioning postponement of re-opening plans. For information.
 - b. **MV Township CAO:** Email regarding postponement of re-opening plans. For information.
 - c. **Board Chair Letter to CAO** – For information.
6. **Librarian's Report:**

The new website is under construction and we are quite excited about the new look and accessibility this will offer our patrons.

I have secured more databases due to the frequent shut downs. We hope to have them up and running soon. In addition to the handful of databases we currently have we will have a hobbies & crafts site, home improvement, small engine repair and a site called Kanopy which will offer movies, documentaries and The Great Courses. This should round off our audio and eBook database as well as our online magazines and language database. The new website will make these databases easier to navigate.

Electrical work identified in capital funding for 2020 was completed in early February. This included upgrading the electric baseboard thermostat, fixing electrical sockets and installing outlets for the public access computers under the computer tables.

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A number of ballasts had to be replaced in the children's area. Replacing ballasts has become costly and meant frequently bringing in electricians so had I the florescent fixtures replaced with LED lights.

Application for Canada Summer Jobs submitted. This offsets the costs for student full time hours. Year-end T4s / tax receipts completed / submitted to CRA.

Volunteers are back now that we are in the Green Zone. This has been a big help dealing with the backlog of book processing.

The year-end financial audit hasn't been completed. Am waiting to hear back from auditor.

•	January	
Computer Sessions		Closed - COVID
Personal Devices		Closed - COVID
Library Visits		Closed - COVID
# items checked out	357	
Interlibrary Loans	53	
EBooks & Audio EBooks Circulated	396	

Motion from Natalie Barrington to accept the Librarian's Report. Seconded by Mark Willmer. Carried.

7. Financial Report January 2021: A financial statement for January 2021 will be provided at the next Board meeting when more information that is required is available. The Board was presented with an income statement of revenue and expenses for January.

8. New Business:

- a. **Re-Opening Plans:** Plans were in place to re-open on February 23rd and then put on hold following an announcement that MV Township was a COVID hotspot. With further information clarifying timelines and cases in MV Twp. a decision was made to open on March 9th with all safety protocols in place.
- b. **Letter to the Editor – Eganville Leader** – Letter in support of Bonnechere Union Public Library CEO in regards to Wayfinders Consulting comments in the Eganville Leader.
- c. **Credit Card provider option:** Motion from Mark Willmer for the CEO to review credit card options and make a decision based on results. Seconded by Shawn Eagles. Carried.

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9. Next meeting date, Monday, April 26, 2021 at 1:00pm via Video Conferencing.

Chairman / Frances Mawson

Secretary / Karen Filipkowski