

Minutes of Twp. of Madawaska Valley Public Library Board May 31, 2021 Board Meeting

Present: Frances Mawson, Natalie Barrington, Shawn Eagles, Andrea Buderick, Mark Willmer, Peter Fright, William Houle

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 William Houle to accept the May 31, 2021 meeting agenda and the meeting minutes from the April 26, 2021 Board meeting. Seconded by Mark Willmer. Carried.
4. **Business arising from the minutes.**
 - a. **Policy:** Motion from Andrea Buderick to accept as presented policies OP-10 Facility Usage, and OP-06-1 Purchasing Procedures and to accept with amendments polices OP-06 Purchasing and OP-12 Children & Teen Service. Seconded by Mark Willmer. Carried.
 - b. **Strategic Planning:** No updates
 - c. **Fines for Overdues** This item will be tabled until the June Board meeting so that we can include information Frances brings back from a webinar she is attending June 10th on this topic.
5. **Correspondence: None**

6. Librarian's Report:

The website has been completed and will go live at the end of this week. Friday June 4th is the target date. James and I had training this past Friday and will go over the site to work out any content issues and add some additional content.

We will be hosting a Take Home Trivia the weekend of July 9 – 11. I've attached the poster with the details. This will be a fun, family & friends activity that provides some flexibility for us and the participants.

Julia is busy with summer plans – lots of themed kits again as well as a Story Walk. She has set up an online registration page for the programs so it will be easier to register and track what participants have signed up for. She is also working on some community events similar to the Halloween Walk.

We will be doing an online Cooking With Kids event which Ted & Marnie Willaims from Stedman's are sponsoring. Families can send in a video or a recipe and why they like it. We will post the videos and use the recipes for a Library Cookbook. Julia has created a video to launch the event which she will do as soon as I pick up the prize from Stedmans.

I am working with Barry Conway to put together to radio style podcasts using news articles from 60 years ago. The first podcast will be produced for July and with the railway being featured – the

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last train through Barry’s Bay was 60 years ago in July. The August show will be about the Library which was established in August of 1961 so will be 60 years.

We distributed 40 planting kits in May. We received 30 from the Grain Growers of Canada and they were quickly snapped up so created 10 of our own.

•	April		
Computer Sessions	20		
Personal Devices			
Library Visits	71		
# items checked out	391		
Interlibrary Loans	42		
EBooks & Audio EBooks Circulated	359		

NOTE: The library was closed to the public by provincial mandate for the month of April. We were able to allow computer and photocopier access but not book browsing and selection on site.

Motion from Natalie Barrington to accept the Librarian’s Report. Seconded by Peter Fright. Carried.

7. Financial Report April 2021:

Opening Balance		\$30,956.80
Deposits		\$117,978.45
Expenses		\$15,881.82
Bank Balance		\$133,053.43
Outstanding		\$5,869.30
Book Balance		\$127,184.13
Growth Savings		\$5,772.65
		\$132,956.78
Donations	\$2,585	
Grants		Canada Summer Jobs grant approved - \$2994.

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8. New Business:

- a. **Re-opening Schedule:** The province released the “Roadmap to Reopen Plan” on May 20th. For June library services will remain the same – pickup service and use of computer and photocopier only. Possible dates that we may be able to open to the public are July 5 and July 21 and are subject to COVID and Vaccine rates.
 - b. **Building Site Options re: Green and Inclusive Community Building Grant:** Motion from Andrea Buderick to approve the arena site for submission of the Green and Inclusive Community Grant. Seconded by Mark Willmer. Carried.
9. Motion from Andrea Buderick and seconded by William Houle to adjourn at 2:30.
10. Next meeting date, Monday, June 28 at 1:00 pm via Video Conferencing.

Chairman / Frances Mawson

Secretary / Karen Filipkowski