

Minutes of Twp. of Madawaska Valley Public Library Board June 28th, 2021 Board Meeting

Present: Frances Mawson, Natalie Barrington, Shawn Eagles, Andrea Buderick, 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 with additions and the meeting minutes from the May 31, 2021 Board meeting. Seconded by Natalie Barrington. Carried.
4. **Business arising from the minutes.**
 - a. **Policy:** Schedule Review from Natalie. Eight policy are left for review. Review schedule distributed.
 - b. **Strategic Planning:** The grant application is in process but waiting on supporting documentation.
 - c. **Fines for Overdues** To allow more time to review this issue it is tabled until the January 2022 Board meeting.
5. **Correspondence:**
 - a. **FOPL:** Dina Stevens appointed new Executive Director. Noted government changes, the minister of infrastructure is now Hon. Kinga Surma who oversees broadband funding.
6. **Librarian's Report:**
 - Summer Program registration opened June 14th. Julia set up an online registration form and we had 29 registrations within a day.
 - Opening date for browsing is Tuesday, July 7 to 25% capacity. We will continue to offer our pick-up service.
 - Ontario provincial park passes for day trips to parks are available for check out with a library account. We are working on backpacks for children to accompany the day passes for families. The backpacks will contain information and activities for exploring the outdoors.
 - The new website is completed and can be accessed at www.madawasakavalleylibrary.ca
 - 60th anniversary – With limited options to safely host a 60th anniversary indoors celebrations will include the launch of a library Podcast, a link to a website with photos and an outdoor reception at the library. Many photos not labeled so an opportunity to have a “name that person” contest. The garden signage has been delayed as we had to wait for the garden to bloom before many of the plants could be identified. Our new target date is August so it could be incorporated into the 60th anniversary celebrations.
 - Charitable Tax Return has been completed and submitted.
 - Will be re-posting the part time student position this week.
 - Trivia is organized. Registrations are starting to trickle in.

Minutes of Twp. of Madawaska Valley Public Library Board June 28th, 2021 Board Meeting

- We were able to acquire a new to us and at no cost microfilm machine. Barry Conway kindly offered to pick it up all the way from St. Thomas Public Library. Thanks very much Barry and to Bill Houle for unloading the heavy and awkward machine, We are working on digitizing the microfilm collection but this will tide us over until then.

	May	
Computer Sessions	25	
Personal Devices	8	
Library Visits	63 +25= 88	Computers / photocopier
# items checked out	369	
Interlibrary Loans	39	
EBooks & Audio EBooks Circulated	290 eBooks 56 Audio Books	

NOTE: The Library was closed to the public for browsing in May. Computer & photocopier access as well as the pickup service were in place as per the provincial legislation.

Motion from Peter Fright to accept the Librarian’s Report. Seconded by William Houle. Carried.

7. Financial Report May 2021:

Opening Balance	\$133,053.43
Deposits	\$184.98
Expenses	\$16,183.01
Bank Balance	\$117,055.40
Outstanding	\$6,128.53
Book Balance	\$110,926.87
Growth Savings	\$5,774.37
	\$116,701.24

Donations \$50.00

8. New Business:

- a. **Audited Financial Statements:** Motion to approve the 2020 audited financial statements from Peter Fright. Seconded by William Houle. Carried.
- b. **Board Meeting Schedule for remainder of 2021:** August 30, October 25, November 29 and December 20th. Meetings will continue to be online at 1:00 pm until further notice.

Minutes of Twp. of Madawaska Valley Public Library Board June 28th, 2021 Board Meeting

9. Motion from William Houle and seconded by Andrea Burarick to adjourn at 2:30.
10. Next meeting date, Monday, August 30 at 1:00 pm via Video Conferencing.

Chairman / Frances Mawson

Secretary / Karen Filipkowski