

Minutes of Twp. of Madawaska Valley Public Library Board May 30, 2022 Board Meeting

Present: Natalie Barrington, William Houle, Mark Willmer

Staff: Karen Filipkowski, CEO / Secretary Treasurer

Regrets: Shawn Eagles, Wayne Banks

1. Online meeting called to order at 1:00 pm by Board Chair Natalie Barrington
2. Acknowledgement Statement
3. Declarations of Conflict of Interest: None
4. Motion from William Houle to accept the May 30, 2022 meeting agenda and the meeting minutes from the April 26, 2022 Board meeting. Seconded by Mark Willmer. Carried.
5. **Business arising from the minutes.**
 - a. **Policy:** No new policy
 - b. **Strategic Planning:** The Building Committee met online on May 16th. Next steps are to take a look at other libraries in communities of comparable size, contact potential partners in sectors such as education, arts & culture, talk with other library CEOs who have undertaken new building projects, develop a blub to use with potential partners.
6. **Correspondence: No Correspondence**
7. **Librarian's Report:**
 - The storage room shelving has been installed. Many hours went into sorting through the newspaper archives and organizing them as we discovered we had multiple sets of papers. There is still quite a bit of work to do inventorying backup copies of local history books and weeding through materials.
 - The Book Launch for Brenda Missen will take place on Monday, May 30th at the Combermere Hall at 6:30pm.
 - Summer programs are coming together. We are going to do a series called "Stories in the Park" for children. I've been given the okay to use Zurakowski Park every Tuesday for two 30 minute story times. As mentioned in the previous report we will have some special events throughout the summer as well.
 - Fall event and programs in planning are a Remembrance Day event and an all candidates meeting for the municipal election.
 - Work continues with the building committee, conference planning and addressing staffing shortfalls.

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	April 2022	March 2022
Computer Sessions	63	65
Personal Devices	15	10
Library Visits	425	651
# items checked out	961	1174
Interlibrary Loans	65	73
EBooks & Audio EBooks Circulated	319	295

Motion from Mark Willmer to accept the Librarian's Report. Seconded by William Houle. Carried.

8. Financial Report for :

Opening Balance	\$39,963.66
Deposits	\$20,000.00
Expenses	\$22,159.69
Bank Balance	\$37,803.97
Outstanding	\$5,415.88
Book Balance	\$32,388.09
Growth Savings	\$92,105.93
	\$124,494.02

Motion from Willaim Houle to accept the March 2022 financial statement. Seconded by Mark Willmer. Carried.

9. New Business:

- a. **Board Evaluations:** Complete by June 17 & return to Karen
- b. **Board Succession Planning:** Information distributed
- c. **Exit Interview for CEO:** As the CEO will be retiring in November there will be an exit interview rather than an evaluation.
- d. **Board Meetings Schedule:** Meetings will now take place on the last Wednesday of the month at 6:30 pm online unless otherwise noted.

10. Motion to adjourn by William Houle at 1:45 pm. Carried.

11. Next meeting date is June 29, 2022 at 6:30 pm online.

Chairman / Natalie Barrington

Secretary / Karen Filipkowski