

Minutes of Twp. of Madawaska Valley Public Library Board September 26, 2022 Board Meeting

Present: Natalie Barrington, Mark Willmer, Shawn Eagles, William Houle
Staff: Karen Filipkowski, CEO / Secretary Treasurer

1. Online meeting called to order at 6:30 pm by Board Chair Natalie Barrington
2. Acknowledgement Statement
3. Declarations of Conflict of Interest: None
4. Motion from Mark Willmer to accept the September 26, 2022 meeting agenda, the minutes from the Open Meeting on August 8, 2022 and the Closed Meeting minutes from August 8, 2022 as presented. Seconded by William Houle. Carried.
- 5. Business arising from the minutes.**
 - a. Policy:** No new policy
 - b. Strategic Planning:**
- 6. Correspondence: No Correspondence**
- 7. Librarian's Report:**

Plans are underway to host the third annual Halloween Hunt on Saturday, October 29. As I will not be here that weekend, I had to figure out staffing around this event. Now that it is sorted, we can commence contacting business owners and organizing.

The All Candidates meeting held on Tuesday, September 13 went well despite the weather and power outage. The candidates, the moderator, Sean Conway and Barry Conway who recorded the event are to be commended for their patience while we tried to communicate alternative plans. Our CAO, Sue Klatt was most helpful contacting the candidates to keep them up to date. Eleven candidates attended the event and 150 voters.

September 13 the building underwent an inspection and samples were taken by Pinchin (Environmental testing) to determine if there is asbestos in the building and if so to what extent. Testing of the samples and the final report takes about a month. Quotes to replace library lighting to LED, upgrade the baseboard heaters and install thermostats are underway. The report from Pinchin will determine if and when lights and baseboard heaters can be replaced. Also on the list of repairs is painting the exterior doors and cleaning the gutters before winter.

I am waiting for quotes for computers. The two circulation desk computers have processors that cannot keep up with our databases and the online catalogue computer is very outdated. The cost of these are included in the budgets capital expenditures.

McKillican & Associates will release the 2021 audited financial statements once the township signs off on their audit. McKillican have requested minutes from the August board meeting approving the library audited statements. Further, McKillican's will arrange to do the pre-audit with me in mid-November before I leave.

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	June	July	August
Computer Sessions	70	101	96
Personal Devices	10	23	18
Library Visits	537	912	955
# items checked out	893	1367	1498
Interlibrary Loans	62	58	62
EBooks & Audio EBooks Circulated	234	272	298

Motion from William Houle to accept the Librarian’s Report. Seconded by Shawn Eagles. Carried.

8. Financial Report for July 2022 :

Opening Balance	\$16,934.91
Deposits	\$14,189.30
Expenses	\$16,156.80
Bank Balance	\$14,967.41
Outstanding	\$2,364.04
Book Balance	\$12,603.37
Growth Savings	\$77,252.96
	\$89,856.33

Financial Report for August 2022

Opening Balance	\$14,967.41
Deposits	\$16,540.55
Expenses	\$14,780.88
Bank Balance	\$16,727.08
Outstanding	\$6,451.59
Book Balance	\$10,275.49
Growth Savings	\$62,326.50
	\$72,601.99

Motion from Shawn Eagles to accept the May 2022 financial statement. Seconded by Mark Willmer. Carried.

9. New Business: No new business

10. Recommendation that the meeting enter In-Camera Session to discuss matters pertaining to “the security of the property of the municipality or local board”, “personal matters about an identifiable individual, including municipal or local board employees”, a proposed or pending acquisition or disposition of land by the municipality or local board”, Ontario Municipal Act 2011, c.25, s.239 (2)(a)(b)(c).

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Motion from Mark Willmer to enter into In-Camera session at 7:12pm. Seconded by Wayne Banks. Carried.

11. Motion from Mark Willmer to return to open meeting at 7:30 pm. Seconded by Shawn Eagles. Carried.

12. Motion from William Houle to approve In-Camera recommendations. Seconded by Shawn Eagles. Carried.

13. Next meeting date November 21 at 6:30pm online.

14. Motion from Mark Willmer to adjourn at 7:25pm

Acting Chair / Shawn Eagles

Secretary / Natalie Barrington