

**MINUTES of Madawaska Valley Public Library Board Meeting
June 26, 2023 at 3:00 pm (online/in-person)**

1. Call to order at 3pm by Bill Houle.
2. Acknowledgement Statement: *“I would like to begin by acknowledging that the land on which we gather is the traditional territory of the Algonquin people. We recognize and respect the history, languages, and cultures of the First Nations, Metis, Inuit and all Indigenous peoples whose presence continues to enrich our communities.*
3. Declaration of conflict of interest: None.
4. Mary Conway approved the agenda for the June 26, 2023 Board meeting with the addition of New Business: approval of draft audited statement for 2022; agenda for June 26, 2023 closed meeting, minutes from the May 29, 2023 Board meeting, and May 29, 2023 Closed Board meeting, minutes from the June 5, 2023 closed meeting minutes. Seconded by Betty Kirby. Carried.
5. Business arising from the minutes
 - a. Bill Houle approved policies HR-02, HR-03; OP-04, OP-08 (with amendments), and OP-09. Seconded by Claire Sullivan. Carried.
 - b. Strategic Planning:
 - a. Mary Blank advised that the sub-committee should finalize its business case for a new library build before going to council with a request for a feasibility study. This information will be shared to the sub-committee at their next meeting in Sept 11, 2023.
 - b. Hanna provided an update that the committee is working this summer on increasing the library’s everyday communications and profile in the community with a communications and PR plan.
 - c. Plans are in process for distributing the survey.
 - a. Correspondence: We will plan a fall date for John Yakabuski to visit.
6. Bill Houle approved the Librarian’s Report. Seconded by Hanna Domalaga. Carried.

Circulation Statistics 2023

	January	February	March	April	May
Library visits	486	422	676	620	734
Items checked out	1281	1047	1356	1033	1247
Computer sessions	52	50	94	65	101
Personal devices	2	3	3	?	4
Memberships					
New	9	13	19	9	12
Renewals	35	26	27	24	26
Interlibrary Loans					
Total	77	66	69	98	92
ILL borrowed	46	32	44	63	67
ILL lent	31	34	25	35	25
OverDrive/Libby					
ebooks	219	242	274	244	214
audiobooks	82	76	128	82	100
magazines	0	0	0	0	0

E-Resources					
DIY Centres	1 (Small Bus.)	1 (Hobbies)	1 (Small Bus.)	1 (Small Bus.)	0
Mango Languages	22 sessions	18	19	21	17
Novelist	35 sessions	26	7	16	15
Kanopy	28 users	30	30	30	31
	62 videos	57	51	37	43
CBC Corner	--	13	0	0	4

- Book club read *The Maid* by Nita Prose. The next book is *Brutal Telling* by Louise Penny. We have a regular group of 6-8 attendees. We put out the donation jar again; these funds will help offset the cost of refreshments for Book Club.
- Our Thursday youth nights have been very well received. We held our last sessions June 8 and 22. Our highest turnout for game night was 12 participants; and for art night 17 participants. I purchased a gift card to thank Evan for delivering the art sessions and all the children signed a card. Check out our Art Night Gallery in the back stairwell to the basement.
- I attended the Mother's Day tea party hosted by CRC's Toy Bus on May 13. There were 36 children and adults in attendance. Brianna had prepared two crafts for a library sponsored craft table, and I read two stories to the children. I did take library brochures to hand out to families.
- May 2 Sherwood Public School's kindergarten/grade 1 class visited the library for a BIAK EarlyON session. There were 17 children and 6 adults. One family from the community joined us. Sherwood's kindergarten class is coming back to the library on June 22 for a story time and craft. I hope to arrange regular school visits starting in the fall with classes from Sherwood and St. John Bosco. This is a great way to get children talking about the library to their parents.
- Barry Conway held the first Opeongo Creative group on May 25. Two people attended, and there was interest from others who could not attend that night. Barry's plan is to hold this as a regular meet up from Sept to May/June.
- Kidz Kastle continues to visit the library most Wednesday mornings, depending on the weather. They came three times in May for a total of 50 children and adults (typically, there are 10-18 children per session and 2-4 caregivers). We are also looking at expanding this program in the fall to offer a pre-school craft or activity once a month along with story time.
- I prepared 30 kits for George Vanier's kindergarten orientation afternoon on June 14. They did invite several organizations to attend and promote their groups; unfortunately, I was not able to attend in person due to staffing that day. Our kits included a library brochure and bookmark – both with our hours and services – a take-home craft, a flyer of books related to the craft, and a flyer about upcoming summer programs.
- Madeline Woodfine has joined our staff. Madeline has been supply teaching and has an art business. She is enthusiastic and excited about working at the library, and already has many ideas for children and adult programming, as well as refreshing the children's area. We are planning to rearrange the furniture, add a felt play mural, a giant word search as well as other enhancements to make the space for fun for our younger patrons.
- The children's summer programs are finalized. Brochures and TD Summer reading club materials will be distributed at the library and through schools. We have two sessions with BIAK Early ON, two sessions with Let's Talk Science, as well as Tuesday morning story time in the Zurakowski Park, Reading Club on Wednesday afternoons, and fun Fridays. We are developing two teen events – an escape room night in July and trivia night in August. It will be a full summer of

programming, but we do have a full-time (30 hours/week) student to organize and deliver these programs.

- As we are contracted by BLR to provide library services, we are also planning three reading club sessions in BLR plus two BIAK sessions and Let's Talk Science sessions, all dependent on pre-registration numbers. We had a great response during March break, and participants as well as council was receptive to more programming.
- We will be inviting local council to participate in the story times and reading club.
- Save the date: the arena is booked for our fall trivia night on Friday, October 27, 2023, at 7pm.

7. Betty Kirby approved the May Financial Report. Seconded by Claire Sullivan. Carried.

Balance	
Forward	62,621.31
Deposits	911.20
Expenses	19,714.74
Bank Balance	44,556.62
Outstanding	3,880.02
Book Balance	40,821.60
Growth Savings	87,875.35
	128,696.95

8. New Business: Audited Financial Statements: Mary Conway approved the draft audited financial statements for the fiscal year 2022 as provided by MacKillican & Associates. Seconded by Mary Blank. Carried.

9. 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).

Bill Houle made a motion to move to Closed Meeting at 3:45pm. Seconded by Mary Conway. Carried.

Bill Houle made a motion to return to Open Meeting at 4:10pm. Seconded by Hanna Domagala. Carried.

10. Motion to adjourn at 4:17pm by Hanna Domagala.

11. Next meeting date Monday, Sept 25, 2023 at 3:30 pm.

Upcoming Meeting Dates:
October 30, 2023
November 27, 2023

Chair / Bill Houle

Secretary / Natalie Barrington