

**Minutes of the Twp. of Madawaska Valley Public Library  
May 29, 2023 at 3:30 pm (online/in-person)**

Present: Bill Houle, Mary Conway, Claire Sullivan, Hanna Domagala (online)

Council representatives: Mary Blank

Staff: Natalie Barrington, CEO/Secretary/Treasurer

Absent: Betty Kirby, Kevin Quade

1. Chair Bill Houle called the meeting to order at 3:30pm.
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. Claire Sullivan approval of agenda for the May 29, 2023 Board meeting with the addition of a closed meeting, meeting minutes from the April 24, 2023 Board meeting, and April 24, 2023 Closed Board meeting. Seconded by Hanna Domagala. Carried.
5. Business arising from the minutes
  - a. Bill Houle approved the policies BL-06 Amendment of Bylaws; HR-01 HR Management; OP-09 Use of Internet and Electronic Media; OP-16 Information Services, with changes noted. Seconded by Mary Conway. Carried.
  - b. Hanna Domagala provided an update on the new build committee meeting held May 15, 2023. The group is writing a business case and putting together a survey to be distributed this summer.
  - c. Claire Sullivan provided a written and oral report on the OLS Board Boot Camp she and Hanna attended on May 13, 2023 at the Pembroke library.
6. Correspondence:
  - a. CEO has been in contact with John Yakabuski’s office and scheduled a tentative meeting with the Board for June 26 from 4-5pm, after the scheduled Board meeting. The CEO and members of the Board will prepare a presentation:
    - i) CEO to prepare library stats, programming information
    - ii) Chair to prepare discussion of provincial operating grant increase and fundraising restrictions
    - iii) Hanna Domalaga to prepare presentation on committee researching new building feasibility
    - iv) Inquire about available grants and funding priorities
    - v) Library tour and refreshments.
7. Mary Blank approved the Librarian’s Report. Seconded by Mary Conway. Carried.

## Circulation Statistics 2023

	January	February	March	April
Library visits	486	422	676	620
Items checked out	1281	1047	1356	1033
Computer sessions	52	50	94	65
Personal devices	2	3	3	?
<b>Interlibrary Loans</b>				
Total	77	66	69	98
ILL borrowed	46	32	44	63
ILL lent	31	34	25	35
<b>OverDrive/Libby</b>				
ebooks	219	242	274	244
audiobooks	82	76	128	82
magazines	0	0	0	0
<b>E-Resources</b>				
DIY Centres	1 (Small Bus.)	1 (Hobbies)	1 (Small Bus.)	1 (Small Bus.)
Mango Languages	22 sessions	18	19	21
Novelist	35 sessions	26	7	16
Kanopy	28 users	30	30	30
	62 videos	57	51	37
CBC Corner	--	13	0	0

- Book club read *The Art of Crash Landing* by Melissa DeCarlo. Our book for May is *The Maid* by Nita Prose. 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 have a group of 10 -12 youth who participate in the art nights. Art nights are led by Evan Nickerson, an artist and grade 12 student at MVDHS who is volunteering her time; the library provides the supplies. The first night April 20 was pastels, May 11 was watercolours, and May 25 was charcoal drawings. Brianna has created an art gallery in the stairwell at the back of the building. Alternating weeks, David Alix has volunteered to run a board game night. We set out a variety of games, though the goal has been to have youth learn a new game each week. April 13 was Catan, April 27 was Monopoly, May 18 was Yahtzee. Someone always brings chess and checkers to play as well.
- Cabin Fever Trivia was a success! We had 14 teams participate. The Food Bank team won with 68 points. We distributed thank you cards to the local businesses who donated door prizes. We raised over \$1,000 for the library. The plan is to hold a second trivia night in October.
- Barry Conway led Toonie Tuesdays – four weekly sessions about photography, movie making, telling stories and writing memoirs. In total, 35 people attended and we raised \$120. The Railway Station donated the space for these sessions.

- I attended MVDHS and Algonquin College's job fair on April 14 to promote our summer position and encourage students to volunteer at the library for community hours. A couple of students showed interest, but did not submit an application; we did receive a couple of applications from adults looking for work.
- We received the Canada Summer Job Grant. I interviewed four applicants and hired Zoe, who helped Karen last summer as a volunteer. Zoe will start July 3, 2023 and her position will end August 28. She will help organize and deliver our children's summer programs, and other library duties as needed. Zoe has earned some experience in the arts, drama and music this past year at school and I think she will have a lot to offer our programs this summer.
- Brianna has accepted a full-time position from May to October at another organization and I am currently interviewing for her position. Her position will be hard to fill as Brianna has been an amazing member of the library team: she creates our craft kits, takes initiative to set up displays, weed books, etc. Her position is a temporary, casual position to fill hours as needed and help with programming.
- I have also hired a temporary, casual student to fill out the current student position and work the occasional Thursday and Saturday shifts that have been difficult to schedule. Our current student works every second week. Conrad has been volunteering at the library this past winter. He is confident, energetic, eager to learn, and likes the library environment.
- Astronomy in Action event on April 30 was a hit! We filled the tent with 30 children, youth and adults. It was an amazing planetarium show. The feedback has been positive and we look at hosting this event again.
- The Little Branches, Rural Roots conference was very informative and a great experience. I attended workshops on fundraising, grant writing, weeding and collection development, small space planning, branding, and digital archives. It was terrific to network with other librarians and share experiences. I have included some of presentations for review.
- The township held an Earth Day Poster contest. We have all of the entries on display in the children's area.
- Marie Landon read for the daycare story time on Wednesdays during the last month. The children loved having her read. Kidz Kastle has a large group of 16 children now in the preschool group.

8. Bill Houle approved the Financial Report for April. Seconded by Claire Sullivan. Carried.

Balance	
Forward	14,621.25
Deposits	112,633.66
Expenses	64,633.60
<b>Bank Balance</b>	<b>62,621.31</b>
Outstanding	6,460.96
<b>Book Balance</b>	<b>56,305.36</b>
Growth Savings	50,069.07
	<b>106,374.43</b>

9. New Business:

- a. Mary Blank suggested we set up a meeting with the Chief of Pikwakanagan First Nation to look at ways we could work together, and funding for such projects.
- b. The Board also discussed having a campaign to promote residents to get a library card.

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).

Motion from Hanna Domalaga to enter into In-Camera session at 4:16pm. Seconded by Mary Conway. Carried.

11. Motion from Bill Houle to return to open meeting at 4:30 pm. Seconded by Claire Sullivan. Carried.

12. Motion to adjourn by Bill Houle and Claire Sullivan at 4:30pm.

13. Next meeting date Monday, June 26, 2023 at 3:00 pm.

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**Chair / Bill Houle**

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**Secretary / Natalie Barrington**