

**DRAFT - Minutes of the Wasaga Beach Public Library Board
November 19th, 2018**

ATTENDANCE: Sylvia Bray, Odette Chin Fook, Rorry Cruikshank, Nancy Donnelly, Deborah Grant, David Gross, Lorraine Gruzuk, Jody Mayhew, Rosanna Vryvogel, Jennette MacKenzie

REGRETS:

STAFF: Jackie Beaudin, Pamela Pal, Brittany Pampalone

1. OPENING OF MEETING:

RESOLUTION #050-18

Moved by: Rosanna Vryvogel **Seconded by:** Nancy Donnelly

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board opens at 5:05 p.m.

CARRIED

2. DECLARATION OF PECUNIARY CONFLICT OF INTEREST:

2.1 APPROVAL OF MINUTES:

RESOLUTION #051-18

Moved by: Nancy Donnelly **Seconded by:** Rosanna Vryvogel

BE IT RESOLVED THAT that the minutes of the **October 15, 2018** meeting be adopted as AMENDED

CARRIED

2.2 ACTION ITEMS ARISING FROM THE MINUTES:

- J.Beaudin will update the resolution numbers to continue a chronological order.

2.3 APPROVAL OF MINUTES:

RESOLUTION #052-18

Moved by: Lorraine Gruzuk **Seconded by:** Jennette MacKenzie

BE IT RESOLVED THAT that the minutes of the **October 22, 2018** meeting be adopted as CIRCULATED

2.4 ACTION ITEMS ARISING FROM THE MINUTES:

- There were no action items.

3. FINANCIAL REPORT:

3.1 APPROVAL OF PAYMENT OF ACCOUNTS:

- It was noted that there was no approval of payment of accounts at this time.

3.2 STATEMENT OF OPERATIONS

- There was question about whether the Town was billed for the sprinkler system for the library.

3.3 BUSINESS ARISING FINANCIAL REPORT

- It was noted that there was no business arising in the financial report.

4. REPORT FROM:

4.1 Board Chair

- D. Grant thanked the board and staff for their assistance with J. Beaudin's retirement party. It was noted that this would be J. Beaudin's last board meeting and P. Pal's first; congratulations and best wishes were extended to J. Beaudin.
- Members of the public have been invited to apply for the library board.

4.2 CEO

Friends of the Library

- Friends of the Library donated \$2000 to the Wasaga Beach Public Library
- The Friends volunteered for Santa's Castle but asked for assistance from the board. A signup sheet circulated for board members to choose timeslots.
- Friends will also be assisting with Holly Jolly. The library has begun to accept donations for this event.

2019 Draft Budget

- J. Beaudin and P. Pal met with CAO, Treasurer and Budget Analyst to discuss the 2019 draft budget. P. Pal has a second meeting with the Treasurer to prepare for presentations to COW on December 13.

Remembrance Day

- Over 100 people attended the event that A. Noble organized.

Library Week

- During Ontario Public Library week the library offered chances to win through golden tickets and spinning a wheel. J. Beaudin recommends that the library partners with local businesses next year to make it a larger annual event.

Georgian Bay Reads

- Hosted by the Meaford Public Library, this was the 10th anniversary for the event, and it was well attended. Meaford's representative, Cathy Marie Buchanan, won the event with her book choice *All My Puny Sorrows* by Miriam Toews.

Boardwalkers and West End Walkers

- There was a faithful group of people who continued to attend the weekly walking groups. There is interest to repeat these programs in Spring 2019.

Wellness Fair at the Rec Plex

- This event was held on October 27 and approximately 100 people attended. Library programming was highlighted through demos of Belly Dancing and Chair Yoga.

Beyond Book Collection

- A. Kemp worked with Grandma's Beach Treats to plan and promote upcoming Alzheimer Coffee Break in November and to launch the Active Mind Kits.

Last Meeting

- J. Beaudin thanked the board for their support over the years and is excited to see P. Pal and the board work together on the vision of a new, larger library.

5. FOLLOW UP BUSINESS:

5.1 Library/Community Hub Update

- L. Gruzuk, D. Grant and P. Pal drafted a letter to address concerns raised by the board for the Community Hub. They were asked to hold the letter due to the changing Mayor and Council. The need to present the letter to Council will be reevaluated at a later date.

- S. Bray suggested the library go through a Needs Assessment to give the new council an idea of what the library needs to go forward.
Action: P. Pal will bring up a Needs Assessment at the Budget meeting.

5.2 Budget 2019 (distributed)

- D. Grant reviewed the budget. The budget requested small increases in additional hours for staff and portable phones for two employees who often work outside the office.
- There was an increase in programming. The library has managed the budget for programming through grants but the grant is not guaranteed every year.
- A new line was added to the budget for Library Marketing.

5.3 Staff Parking Proposal

- Board members discussed various parking options for library staff. It was stated that the library has 22 parking spots, whereas the Town Hall parking lot has 86 spaces.
- **Action:** P. Pal is to check if staff can park on the private access road and whether it would be cleared of snow in the winter months.

5.4 Board Christmas Social- Dec. 6

- The board will be having its Christmas social on December 6 at Catch 22.

5.5 Board Legacy Document

RESOLUTION #053-18

Moved by: David Gross **Seconded by:** Rorry Cruikshank

BE IT RESOLVED THAT WBPL Board accepts the Legacy Document 2014-2018 to inform the transition to the 2019-2022 Board.

CARRIED

5.6 Strategic Plan Committee

- A meeting date was set for November 27 from 4 – 5:30 p.m.
- **Action:** P. Pal is to send out the most recent Strategic Plan to the board.

6. NEW BUSINESS

6.1 Santa's Castle

- Signup sheet for Santa's Castle was distributed for the board.

6.2 SOLS Trustee Report

- J. Mayhew reported that there are three new CEO's in the area (including P. Pal). She mentioned that it was interesting to learn how other libraries select their board members.

7. COMMITTEE REPORTS:

8. CORRESPONDENCE:

9. Date of the next meeting:

- Monday, December 17th at 5 p.m.

9) MEETING ADJOURNED:

RESOLUTION #054-18

Moved by: Rorry Cruikshank **Seconded by:** Jody Mayhew

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board is adjourned at 6:30 pm.

CARRIED