

**MINUTES OF THE WASAGA BEACH PUBLIC LIBRARY BOARD
MARCH 18, 2019**

ATTENDANCE: David Gross, James Kowbel, Rosanna Vryvogel,
Deborah Grant, Lorraine Gruzuk, Jody Mayhew, Nancy Donnelly, Dan
Trafford, David Foster, Didi DaSilveira

REGRETS:

STAFF: Pamela Pal, Brittany Pampalone

1. OPENING OF MEETING:

RESOLUTION #068-19

Moved by: D. Gross **Seconded by:** D. Trafford

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public
Library Board opened at 7:00 p.m.

1.1 DECLARATION OF PECUNIARY CONFLICT OF INTEREST:

None

1.2 CHANGE IN AGENDA:

RESOLUTION #069-19

Moved by: L. Gruzuk **Seconded by:** N. Donnelly

BE IT RESOLVED THAT item 5.1 New Business be moved to item 1.2 of the
agenda resulting in current 1.2 becoming 1.3 and 1.3 becoming 1.4.

CARRIED

RESOLUTION #070-19

Moved by: R. Vryvogel **Seconded by:** J. Kowbel

BE IT RESOLVED THAT the WBPL board moves in camera to discuss potential
staffing issues.

CARRIED

RESOLUTION #071-19

Moved by: L. Gruzuk **Seconded by:** N. Donnelly

BE IT RESOLVED THAT the WBPL board moves out of camera from the
discussion of a potential staffing issue.

CARRIED

1.2 APPROVAL OF MINUTES:

RESOLUTION #072-19

Moved by: R. Vryvogel **Seconded by:** N. Donnelly

BE IT RESOLVED THAT that the minutes of the **February 11, 2019** meeting be
adopted as AMENDED.

CARRIED

1.3 ACTION ITEMS ARISING FROM THE MINUTES:

There were no action items arising from the minutes.

2. FINANCIAL REPORT:

**2.1 APPROVAL OF PAYMENT OF ACCOUNTS:
RESOLUTION #073-19**

Moved by: N. Donnelly **Seconded by:** R. Vryvogel

BE IT RESOLVED THAT that the Wasaga Beach Public Library Board approve the Cheque, PAP, and EFT Registers as presented.

CARRIED

2.2 STATEMENT OF OPERATIONS- Not Available

The Statement of Operations was not available for this meeting.

2.3 BUSINESS ARISING: FINANCIAL REPORTS

- Operating and capital statements unavailable.

3. REPORT FROM:

3.1 Board Chair

- D. Grant discussed the opportunity that the board and some library staff had to attend the Value and Impact of Libraries talk by Stephen Abrams, Director of the Federation of Ontario Public Libraries. S. Abrams speech highlighted the importance of libraries as community social infrastructure, providing board and staff members with a moral boost. D. Grant encouraged board members to take advantage of any opportunities to learn more about libraries and the role board members play in their success.
- Council Representative Foster expressed concerns regarding the Board Chair and Vice-Chair's attendance at a recent community association meeting.

3.2 CEO

- P. Pal highlighted points from her CEO report:
 - Staffing- J. Marion is settling in to his position and has had a positive impact so far. She mentioned that the library has applied for grants for summer staff, and interviews are scheduled for the end of March.
 - Volunteers- the library is looking for volunteers to assist with programming, specifically computer gaming and science.
 - Promotions- P. Pal had advertisements made for the benches by the main entrance to capture the attention of local parents; the Recreation Department has provided eight new poster holders in the main foyer to showcase library and Town programs; and the TV highlighting library programs and services has been relocated to provide greater visibility.
 - Collections- P. Pal has assembled a collections team to assist with both acquisitions and collection maintenance. The goal is to ensure that the collection reflects community interests.

- CIRA Grant- J. Marion applied for the CIRA Grant to fund Internet hotspots for community members who do not have access to the Internet. L. Gruzuk recommended that the WBPL Policy Committee review the library's Internet policy and make changes if necessary.
- Virtual Reality- The library had two programs with the new Virtual Reality set and P. Pal brought up the idea of a grand opening in April.
- Budget 2018- Although final financial statements were not yet available, updated 2018 statements indicated that the library was showing a deficit of approximately \$35,000.00, which will be examined at the completion of the auditing process.

4. **FOLLOW UP BUSINESS:**

4.1 Budget 2019

- P. Pal has prepared her notes for the Council Meeting on Tuesday, March 19 at 7 p.m. at which time the Town Departments will be sharing budget highlights with members of the public. The budget has not yet been passed but is on track for approval.

4.2 Library Location (in Camera)

RESOLUTION #074-19

Moved by: D. Gross **Seconded by:** D. Trafford

BE IT RESOLVED THAT the WBPL board moves in camera for a discussion of new library sites (land acquisition).

CARRIED

RESOLUTION #075-19

Moved by: D. Trafford **Seconded by:** D. Gross

BE IT RESOLVED THAT the WBPL board moves out of camera from the discussion of new library sites (land acquisition).

CARRIED

5. **NEW BUSINESS**

5.1 Human Resources Discussion (In Camera)

- This item was moved to 1.2 of the Agenda.(personnel discussion)

5.2 Summer Kick-Off Party

- The Summer Kick-Off Party will be on the first day of summer holidays, June 28, 2019. The library is planning to make it the biggest event of the year with two entertainers (including a reptile show), Virtual Reality, a Friends book sale, and a host of other activities including theatrical puppeteering, a messy science space, creative crafts and grilled lunch. P. Pal asked the board to participate by cooking hot dogs and burgers, the day will end with another entertainer.
- Action: P. Pal is to reach out to the Town and ask them to waive parking fees at Town Hall and the Glenwood and Main St. parking lot for this day.

5.3. Annual Report 2018

- P. Pal distributed a rough draft of the 2018 Annual Report for the board's review.

6. **COMMITTEE REPORTS:**

- The Strategic Planning Committee met and discussed updates to the 2015-2020 Strategic Plan. The committee will meet again in the next 2-3 weeks, after which it will share recommended changes with the board.

7. **CORRESPONDENCE:**

- No correspondence to report.

8. **Date of the next meeting:**

- Monday, April 15, 2019 at 7 p.m.

9. **MEETING ADJOURNED:**

RESOLUTION #067-19

Moved by: J. Mayhew **Seconded by:** R. Vryvogel

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board is adjourned at 9:10 p.m.

CARRIED