

**Wasaga Beach Public Library Board**

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**Minutes of the Wasaga Beach Public Library Board  
April 29, 2019**

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

**REGRETS:** James Kowbel, David Foster

**STAFF:** Pamela Pal, Brittany Pampalone

**1. OPENING OF MEETING:**

**RESOLUTION #077-19**

**Moved by:** J. Mayhew

**Seconded by:** N. Donnelly

**BE IT RESOLVED THAT** the regular meeting of the Wasaga Beach Public Library Board opened at 7:03 p.m.

**CARRIED**

**1.1 DECLARATION OF PECUNIARY CONFLICT OF INTEREST:**

No pecuniary conflicts of interests reported.

**CARRIED**

**1.2 APPROVAL OF MINUTES:**

**RESOLUTION #078-19**

**Moved by:** R. Vryvogel

**Seconded by:** N. Donnelly

**BE IT RESOLVED THAT** that the minutes of the **March 18, 2019** meeting be adopted as AMENDED.

**CARRIED**

**1.3 ACTION ITEMS ARISING FROM THE MINUTES:**

P. Pal was to ask Town about waiving parking fees for the Summer Kick-Off Party of June 28, 2019. She explained that she has not inquired about this yet because there were position changes in by-law and she felt that there was still some time to follow-up. P. Pal said that she will ask now that we are entering May.

**2. FINANCIAL REPORT:**

**2.1 APPROVAL OF PAYMENT OF ACCOUNTS:**

**RESOLUTION #079-19**

**Moved by:** N. Donnelly

**Seconded by:** J. Mayhew

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

**CARRIED**

**2.2 STATEMENT OF OPERATIONS:**

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The Statement of Operations was presented with the end date of March 21, 2019.

### 2.3 **BUSINESS ARISING: FINANCIAL REPORTS**

- No business arising from the financial reports.

### 3. **REPORT FROM:**

#### 3.1 Board Chair

- D. Grant commented that some of the board members met with the Golf Tournament Fundraising Committee. They received a cheque for \$50,000.00 to be deposited into the New Build Reserve Fund. The tournament raised \$50,965.00 but the fundraising committee kept \$965.00 for advertising the 2<sup>nd</sup> Annual Golf Tournament scheduled for June 21, 2019.
- D. Grant acknowledged P. Pal's extensive and thorough work and wanted to applaud her on all of her efforts since starting as CEO.

#### 3.2 CEO

- P. Pal highlighted points from her CEO report:
  - Staffing- the library is excited to announce that it has hired a summer program assistant, Sonia Kania, and she will be starting June 10, 2019.
  - The library received a slight budget increase at ten hours a week for part-time staff. P. Pal is utilizing six of these hours through L. Coker, who will be standing in for J. Marion and A. Kemp at the Active Living Centre on Thursdays. This will free up J. Marion and A. Kemp to be able to work in the office and utilize their time more efficiently. A. Donnelly has been offered the additional four hours to assist J. Marion and B. Pampalone in collection changes.
  - J. Marion and B. Pampalone are revising the Collection Development Plan and plan to complete it by the end of 2019.
  - The library offered a "Food for Fines" opportunity throughout April. J. Marion ran a report that showed patrons who had multiple overdue items over a long period of time and front desk staff called these patrons to offer them a chance to clear their fines in an inexpensive and community-friendly way. The initiative was created to not only give back to the community, but to also encourage members to return to the library.
  - Programs did well throughout March, especially the Speaking of Wildlife program hosted at the RecPlex during March break. The attendance for this program was so large, the 400+ crowd could not have been accommodated in the library.

### 4. **FOLLOW UP BUSINESS:**

#### 4.1 Library Location Update (in Camera)

##### **RESOLUTION #080-19**

**Moved by:** J. Mayhew

**Seconded by:** N. Donnelly

**BE IT RESOLVED THAT** the WBPL board moves in camera to discuss library locations (4.1); to receive a staffing update (4.2); and discuss potential changes

affecting an identifiable individual with the Simcoe County Cooperative (5.1).

**CARRIED**

#### **4.2 Staffing Update (in Camera)**

### **5. NEW BUSINESS**

#### **5.1 Potential Changes- Simcoe County Library Co-operative (In Camera)**

##### **RESOLUTION #081-19**

**Moved by:** L. Gruzuk      **Seconded by:** D. Trafford

**BE IT RESOLVED THAT** the WBPL board moves out of camera.

**CARRIED**

#### **5.2 SOLS Budget Cut**

- The Provincial Government cut the Southern Ontario Library Services budget by more than 50% effective immediately in late April. As a result, SOLS halted inter-library loan delivery among Ontario libraries. This was an extremely popular service offered to our patrons and with this budget cut, WBPL have lost the ability to continue ordering books from other libraries as it will now cost to send through postage.
- Action: P. Pal is to find out how many patrons this will actually affect. It was reported that the library shipped 2600 items throughout the course of 2018, but that is not indicative to the number of patrons as patrons were able to order three items at a time.

#### **5.3. Regional Review / Amalgamation**

- P. Pal explained the steps Wasaga Beach Mayor Bifulchi and staff have been taking to address provincial government concerns with two tier regional government.

#### **5.4. Library Tours**

- P. Pal organized library tours with Milton and Halton Hills, two systems that have library/cultural centre partnerships. The tours will take place on May 31<sup>st</sup> with a departure time of 8 a.m. P. Pal wants to utilize these tours to find out about possible synergies of a library and cultural center and possible detriments.
- Action: P. Pal is to invite council members to join in on the tours.

#### **5.5 Needs Assessment**

- P. Pal brought up the question of a needs assessment. She is concerned about timing the community consultation to correspond with the new build planning process. Council has indicated that they want the library shovel ready by 2020.
- The board felt that a needs assessment would be beneficial and provide an accurate representation of the programming supported by community residents.

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- Action: P. Pal is to see if WBPL can use money from the \$1 million reserve fund allocated to the new building's design, and if not that she will investigate other reserve funding options.

### 5.6 Golf Fundraising Tournament 2019

- D. Grant announced that the board received the check from the first fundraiser and the board is very pleased.
- Marlwood Golf Club and its team of volunteers is moving ahead with the Second Annual Library Build Golf Tournament Fundraiser scheduled for June 21, 2019.
- The board is anticipating that this second fundraiser may not raise as much money as the first event that had multiple donations. However, support for the new library is very welcome.
- N. Donnelly suggested that J. Hess create center pieces for the tables at the dinner.
- The next meeting is scheduled for May 8 at 3 p.m. and it was recommended that at least three board members attend: D. DaSilveira, N. Donnelly, and L. Gruzuk volunteered.
- The board needs to encourage golfers to participate in this event.

### 6. COMMITTEE REPORTS:

- Strategic Planning Sub-Committee met and made changes to Goal 4. D. Grant said that the sub-committee will keep the formatting of the Strategic Plan for continuity, and meet to address necessary updates before a new Strategic Plan is created for 2020-2025.
- The Board values the Strategic Plan as it keeps the library and board focused and aware of what needs to be accomplished and what was completed.

### 7. CORRESPONDENCE

- P. Pal received two letters from a patron who does not support the new library build. P. Pal responded to both letters and addressed the issues.

### 8. Date of the next meeting:

- Monday, May 13, 2019 at 7 p.m. or Monday, May 27, 2019 at 7 p.m. D. Grant suggested a later meeting date as she will not be here on May 13 to attend. The date is not set as other board members mentioned a scheduling conflict with the later meeting date.
- Action: P. Pal is to send out a Doodle to schedule the date and to ensure there is quorum for the May meeting.

### 9. MEETING ADJOURNED:

#### **RESOLUTION #082-19**

**Moved by:** R. Vryvogel

**Seconded by:** L. Gruzuk

**BE IT RESOLVED THAT** the regular meeting of the Wasaga Beach Public Library Board is adjourned at 9:32 p.m.

**CARRIED**