

Library Board Minutes for September 16, 2020 Held in Jessie park Pavilion and Seniors' Room

Present : Brenda Lolley (Chair), Pierre Mercier (Vice Chair), Carol Rogers, Yona Harvey,
Cathy Sawyer-Griffin, Councillor Mark Jamison, Councillor Gord Ohlke
CEO Tara Mendez

Regrets: Gerry Last

1. **Call to order** at 10:09 am No conflict of interest
2. **Words from the Chair** Welcome on this sunny windy day
3. **Approval of the Agenda**
Moved by Carol Rogers, seconded by Gordon Ohlke Passed
4. **Approval of the Minutes - August 19,2020**
Correction -Yona Harvey not Haney
Addition - Facilities Subcommittee consists of Brenda Lolley, Yona Harvey and Mark Jamison
Approved as amended - Moved by Cathy Sawyer-Griffin, Seconded by Gordon Ohlke
5. **Correspondence** - None
6. **Information Items**
 - 6.1 **CEO Report** - Staff feeling safe, Increase in fiction borrowing, strong use of digital content, increase in e-library cards
 - 6.2 **Finances** - provincial levy has been received, only transfers from Township are for salaries, other finances coming from reserves, grant from Archives received
 - 6.3 **Monthly Statistics** - many items, loaned on trust during physical closure not accounted for - Welland and Port Colburn withdrawing from consortium to a different system which might affect our cost - self-check out well accepted
 - 6.4 **Archives** - Pierre Mercier -busy, open on Thursdays with social distancing
 - 6.5 **Council Report** - Gord Ohlke - Council examining MoU with Gan Visitors' Centre and tourist bureau before any renewal - loss of Casino revenue concerning - increase in building projects - looking for new operations manager - in budget process
7. **Action Items**
 - 7.1 **Draft Library Budget** - presented and discussed by CEO - uncertain about availability of grants for 2021 - Pierre spoke about zero based budgeting - start at zero, add knowns and then variables - difficult for 2021 as 2020 is an abnormal year - will make zero based budget process part of Strategic Plan - Township will forgo Cost of Living increases (COLA for 2021 which will alter salary line of Draft Budget

Motion to approve draft budget as presented subject to amended figures re: COLA changes, as discussed

Moved by Carol Rogers, seconded by Gord Ohlke Passed unanimously

7.2 Exploration of Partnership possibilities with area libraries - as reported previously Brenda spoke with Chairs of Brockville and Rideau Lakes and there was no interest for closer ties at the moment - Brenda, Pierre met in person with Marian Macleod, Chris McDonald, Chair, Vice-Chair of Gananoque Public Library - on September 9 - we discussed many aspects that LTIPL and GPL have in common - concern is the history of discord between Town, Township Councils - agreed to look at opportunities for joint programming and focus on library aspects of co-operation - more formal and financial ties would require Councils working together This information will be presented to Committee of the Whole in October.

8. Policy Review - none

9. Review Parking Lot Items - none

10. Meeting Analysis - good, productive meeting - especially the paper chase at the Pavilion!

11. Adjournment - Moved by Pierre, seconded by Cathy Sawyer-Griffin - passed.

Respectfully submitted
Brenda Lolley