

Library Board Minutes June 27, 2024

The Rideau Lakes Public Library Board held a meeting on Thursday June 27, 2024 at 6 p.m. via Teams and at the hall in Elgin.

Roll Call was taken and the following Board Members were in attendance: Maxine Weber, Dustin Bulloch, Mary Roantree, Marcia Maxwell, Doug Franks in person and Lorie Truemner virtually.

Regrets: Peggy Fletcher and Becky White-Thompson.

Staff: Vicki Stevenson.

Members of the public attending: None.

Introductory remarks: The Board thanks to Howard Sedding and Pam Cairncross for their years of volunteer work on the Library Board. We had a nice party to acknowledge their contributions.

Adoption of the Agenda

Moved by: Mary Roantree

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

Declaration of Conflict of Interest. None.

Adoption of Consent Agenda items

RESOLUTION #24-24

Moved by: Dustin Bulloch

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the Consent Agenda items: the May 21, 2024 Board minutes with spelling correction on Dustin's name, the June 2024 CEO report, and the May 2024 statistics.

Carried.

Financial statements:

RESOLUTION #24-25

Moved by: Doug Franks

Seconded by: Mary Roantree

The Rideau Lakes Public Library Board approves the June 19, 2024 Balance and Income financial statements.

Carried.

For Discussion:

a) Portland building and funding update

- Foundations are being put down this week.
- Interior layout plans are progressing with input from architect Amy Rancier.
- After a successful fundraising play, and with potential use of development reserves, we are mid way to our fundraising goal to cover furnishings and equipment.

b) Strategic planning and subcommittee report

- The Subcommittee met June 17 and reviewed the surveys for members, non-members and cards listing library services to hand out. These are now available in print and will also be shared online.
- Over the summer we will consult widely with residents and visitors but in particular with students, teens and families to ensure we are hearing from a younger demographic.
- June 18 Township strategic planning, attended by Board members, had a format that gathered groups by topic. Document coming out of that session will be shared online for comments.
- Vicki will send out an invite for the Library's visioning day September 20.

c) By-law amendment and changes in Library Board

- The updated by-law that includes the range of seven to nine Board members was approved at the June 4th meeting.
- Changes in Board membership, with Howard Sedding and Pam Cairncross resigning, were recognized by Council at the June 4th meeting.

d) Policy review: R-9 Records

- Recommendations around record retention schedule better reflect other library policies as given in the sample policy by Ontario Library Service as well as the Township of Rideau Lakes records policy.
- List of records disposed of is not required.
- Updated media content.
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RESOLUTION #24-26

Moved by: Dustin Bulloch

Seconded by: Doug Franks

The Rideau Lakes Public Library Board reviewed and approved the R-9 Records policy.

Carried.

e) Risk management:

- None at this time

Advocacy update:

School Library Awareness

- A petition is circulating to protect school library funding in Ontario.

Friends of the Library:

- Peggy Fletcher provided a written summary of the recent Friends meeting. She noted that the Friends have funded the Teen Book club this summer, that they won't be able to participate in the Delta Fair, and that members will be attending coffee groups to help with strategic planning surveys.

Public comments: No public attending.

Adjournment: Meeting adjourned at 7:08 pm motioned by Mary Roantree, seconded by Dustin Bulloch.

Next meeting: The next Library Board meeting will be on Thursday August 22 2024, at 6 p.m. at the Elgin Hall and via Teams videoconference.