

A meeting of the Deseronto Public Library Board was held on December 3, 2024 with the following members present:

Ms. J. Rixen, Chair  
Mr. S. Everhardus, Mrs. J. Hill

Mrs. M. Hilderley  
Mr. D. Simpson

Also in attendance were Ms. J. Lane, CEO/Chief Librarian and the Board's guest, Ms. Mackenzie Credicott.

1. Call to Order

The Chairman opened the meeting at 5:00 p.m.  
No conflicts of interest were declared.

2. Approval of Agenda

It was moved by Mr. Everhardus and seconded  
by Mrs. Hilderley that the agenda be approved.

"CARRIED"

3. Minutes of Last Meeting

The Minutes of the November 5, 2024 meeting had been distributed previously.

It was moved by Mr. Simpson and seconded by  
Mr. Everhardus that the Minutes of the November 5,  
2024 meeting be received.

"CARRIED"

4. Business Arising

The Board was reminded of the Staff & Volunteer Appreciation Event at 2:30 p.m. on December 14 at the library.

5. Information Items

a) Strategic Planning

Ms. Lane advised the Board that she had been in contact with Steven Kraus, the Director of Training at the Ontario Library Service. The OLS consultant will meet with the Board in May to provide advice and assist with preparations for a strategic planning program at no cost to the library. A 12-month program is proposed with the goal of having a strategic plan in place by the end of the current Board's term.

b) Financial Update

Ms. Lane reviewed revenues and expenditures. In particular, she explained the unusually high bank interest and acknowledged the generosity of donors, noting

especially, the generous support of the Legion.

She provided explanations for those lines that exceeded that projected in the budget but noted that, overall, the library is in a good financial position.

She recommended moving the donations from the last month into the Donation Account where they would be available for future programming needs.

It was moved by Mr. Everhardus and seconded by Mrs. Hilderley that donations from the last month be moved to the Donation Account.

"CARRIED"

#### c) CEO's Report

##### i) Statistics

Interlibrary loan is lower than normal due to the postal disruption.

The Young Adult collection has been increased significantly. Additions have also been made to the adult and junior fiction, non-fiction, and large print collections.

Total book circulation during November was 397.

##### ii) Programing Summary

It was noted that the Holiday Raffle is underway. The draw will be on at noon on December 19.

The CEO advised that Family Space Quinte playgroup is very popular and the after-school kids program is also well attending.

Total Program participants in 2024 is slightly higher than in 2023.

##### iii) Program Update & Grants

Ms. Lane informed the Board that before December 1, individual visits to the library in 2024 will have reached 10,000.

It was moved by Mrs. Hilderley and seconded by Mr. Simpson that the CEO's report be received.

"CARRIED"

#### 7. Action Items

##### a) Policy Review

Additional policies will be reviewed at the next meeting.

b) Budget Draft, 2025

Mr. Everhardus recommended the Budget review be deferred to a future meeting closer to its presentation to Council.

It was moved by Mr. Everhardus and seconded by Mrs. Hilderley that a monthly reserve report be prepared.

"CARRIED"

8. Date of Next Meeting

Calendars had been distributed previously indicating the dates of meetings for 2025.

It was moved by Mr. Simpson and seconded by Mrs. Hilderley that the meeting schedule for 2025 be accepted.

"CARRIED"

The next regular meeting is scheduled for January 21, 2025 at 5:00 p.m.

9. Adjournment

It was moved by Mr. Everhardus and seconded by Mrs. Hilderley that the meeting be adjourned at 5:55 p.m.

"CARRIED"

A handwritten signature in black ink, appearing to read "Jean Rife". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chairman