

A meeting of the Deseronto Public Library Board was held on April 11, 2022, with the following members present:

Mr. S. Everhardus, Chair  
Mr. N. Clark  
Mrs. J. Hill  
Mr. D. Simpson

Ms. J. Rixen, Vice-Chair  
Mrs. M. Hilderley  
Mrs. P. Landry  
Mrs. M. Wagar

Also in attendance was Ms. T. Mendez, CEO/Chief Librarian.

1. Call to Order

The Chairman opened the meeting at 5:00 p.m.

2. Approval of Agenda

It was moved by Mrs. Landry and seconded by Mr. Clark that the agenda be approved.

"CARRIED"

3. Declaration of Conflict of Interest

No conflicts of interest were declared.

4. Minutes of Last Meeting

The Minutes of the March 14 meeting had been distributed previously.

It was moved by Mrs. Hilderley and seconded by Mrs. Hill that the Minutes of the March 14, 2022 meeting be received.

"CARRIED"

5. Business Arising

There was no business to discuss.

6. Information Items

6.1 Financial Report

Ms. Mendez advised that the quarterly grant from the Town had been received.

Mr. Everhardus noted that the Town budget had not yet passed but that the library budget had not been questioned.

A surplus of \$6,000 is in reserve as of the end of 2021.

It was moved by Mrs. Hill and seconded by Mrs.

Wagar that the Financial Report be received.

“CARRIED”

## 6.2. CEO Report

Ms. Mendez reported that the March Break activities were very successful. Library Literacy Kits from Scholastic are very popular. More programs in partnership with Scholastic are planned.

As the furnace heating the computer lab and back room has malfunctioned twice within a year, the CEO recommends replacing it. She also noted other repairs that require attention, including the front display window and air conditioning equipment.

It was moved by Mrs. Landry and seconded by Mrs. Hilderley that the report of the CEO be received.

“CARRIED”

## 6.3 Monthly Statistics

Library visits have risen since the library has re-opened. The staff is also busy filing increasing numbers of Inter-library loan orders for patrons.

It was moved by Mrs. Wagar and seconded by Mrs. Hilderley that the report on statistics be received.

“CARRIED”

## 7. Action

### 7.1 Exterior Signage

The Board discussed various possibilities for more visible signage at the front of the building. Mr. Everhardus will inquire about the signage at the water treatment plant.

### 7.2 META Employment

META Employment is interested in using some space at the library for client meetings, possibly one day per week. The back room is currently used mainly for storage but could meet their requirements.

It was moved by Mrs. Landry and seconded by Mrs. Hilderley that the CEO be authorized to contact META Employment to discuss their use of the space.

“CARRIED”

## 8. Policy Review

### 8.1 HR 04, HR-05

The Board discussed the HR policies and agreed that, in preparation for the appointment

of a new Library Board, all policies should be reviewed over the summer and brought forward for discussion at the September meeting.

With respect to HR-4, it was agreed that Civic Holiday Monday and Easter Monday should be added to the list of holidays on which the library would be closed.

It was moved by Mrs. Hill and seconded by Mrs. Hilderley that in HR-4, the August Civic Holiday and Easter Monday be added to the list of holidays on which the library would be closed.

“CARRIED”

After some discussion,

It was moved by Mr. Simpson and seconded by Mrs. Wagar that, when Remembrance Day falls on a weekday, the library will open at 1:00 p.m. and where it falls on a Saturday, the library will be closed for the full day.

“CARRIED”

9. Planning

9.1 Library Redesign

Plans are underway to remove the stage and railing at the front of the library. The Board would also like to repaint walls and replace carpeting. To replace all of the carpeting will require a fundraising effort.

The Board discussed grant possibilities to assist with the work proposed.

It was moved by Mrs. Hilderley and seconded by Mrs. Landry that the Board be authorized to enter into an agreement with a senior level of government in the event that a grant becomes available.

“CARRIED”

9.2 Library Fundraising

A number of ideas for fundraising were discussed. One idea was a painting event for adults at which wine and cheese could be offered.

It was moved by Mrs. Wagar and seconded by Mrs. Hill that the CEO be authorized to apply for a one-time liquor license for the library for use at such an event.

“CARRIED”

It was also suggested that a means of acknowledging contributors should be incorporated into any plans.

10. Other Business

11. Next Meeting

The next meeting is scheduled for May 9, 2022.

12. Adjournment

It was moved by Mr. Simpson and seconded by Mrs. Hill that the meeting be adjourned at 5:53 p.m.

“CARRIED”

SECRETARY