

A meeting of the Deseronto Public Library Board was held on February 18, 2025 with the following members present:

Ms. J. Rixen, Chair  
Ms. M. Credicott  
Mrs. M. Hilderley

Mr. N. Clark  
Mr. S. Everhardus,

Also in attendance was Ms. J. Lane, CEO/Chief Librarian and Board Treasurer.

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. Clark and seconded by  
Mrs. Hilderley that the agenda be approved.

"CARRIED"

3. Minutes of Last Meeting

The Minutes of the January 18, 2025 meeting had been distributed previously.

It was moved by Mr. Everhardus and seconded by  
Mrs. Hilderley that the Minutes of the January 18,  
2025 meeting be received.

"CARRIED"

4. Business Arising

The Committee for the strategic plan project has been formed.

Ms. Lane advised that a meeting schedule for the project had been prepared. OLS will send a contract and finalized schedule to the Board.

5. Information Items

a) Update from Three Hills Engineering

Three Hills will provide an updated version of their plans when the project is complete and will provide a list of equipment, fittings, etc. with model numbers which will be valuable if repairs or replacements are required in the future.

Ms. Lane will make design choices on behalf of the Board. She noted that provision has been made to install baby change tables in each washroom and a baby seat as well as a panel providing access to water.

b) Financial Update

Profit and loss reports from November, December and January were distributed. Ms. Lane explained that book purchases had been made in October and December. A variety had been purchased, including adult and juvenile fiction, DVDs and various electronic subscriptions.

The PLOG (Public Library Operating Grant) for 2025 has been received.

It was noted that regular deposits are being submitted through Canada Helps.

It was moved by Mr. Everhardus and seconded by Mrs. Hilderley that the Financial Report be received.

“CARRIED”

c) CEO's Report

Ms. Lane reported that the kitchen renovation has been substantially completed. Unfortunately, the new refrigerator was not functioning; however, it is under warranty and will be replaced.

i) Statistics

Book orders, in particular for picture and board books, are arriving. Several books were obtained from authors at the OLS Superconference

Since the conclusion of the postal strike, interlibrary loan activity has risen.

Renewal of library memberships continues and circulation, in particular, through Libby, is high. Foot traffic so far this year is also high and is trending toward greater numbers than in 2024.

ii) Programming Summary

So far, forty-seven programs have been offered. March Break programs are ready and staff is also working on programs for the late spring and early summer.

iii) Program Update & Grants

The CEO and Library Assistant attended the OLA Superconference. They will make their report available to Board members.

Ms. Lane is completing an application for the Canada Post Community Grant and is awaiting the release of two others. She asked to be informed of any other opportunities that may come to the Board's attention.

The Strategic Plan Committee has been formed and is awaiting the contract from OLS. The members will report to the Board as they progress through the project.

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

"CARRIED

7. Action Items

a) Policy Review

None at present.

8. Date of Next Meeting

The next regular meeting is scheduled for March 25, 2025 at 5:00 p.m.

8. Adjournment

It was moved by Mrs. Hilderley and seconded by Mr. Everhardus that the meeting be adjourned at 5:35 p.m.

"CARRIED"

Chairman