



Lake of Bays Township Public Library

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Minutes

Monday June 26, 2023

In Person Baysville Branch

Present: Councillor George Anderson, Rod McLean, John Nemeth, David Walker, Jennifer Pearson, Lori Riznek, Cathy Fairbairn, Edith Warr, Krista Wunsch, Councillor Rick Brooks

REGRETS: Cathy Vancleave

Call to Order: 9:32am

CONFLICT OF INTEREST DECLARATION: None

APPROVAL OF AGENDA: Motion to approve made by Rod McLean and seconded by John Nemeth.

MINUTES OF LAST MEETINGS: Motion to approve Minutes of May 29, 2023 meeting made by David Walker and seconded by Jennifer Pearson. Carried.

BUSINESS ARISING:

- Added item to agenda discussion Budget 2023

TREASURER'S REPORT: Motion to accept financial summary motioned by Councillor George Anderson and seconded by Rod McLean. Carried.

CEO Report for May 2023: Motion to approve made by John Nemeth and seconded by Rod McLean. Carried.

Goal: Dwight Branch Expansion

- Building committee met to determine the work plan. John will update in more detail later in this meeting.

Goal: Community Diversity & Inclusion

- "Value of the Library" study is progressing with interviews of participants scheduled to start this week.
- We did a test interview and have worked out the kinks of video and audio.

- *A summary of the statements highlighted was provided for Cathy to review from the first test video as a sample of what the work will look like.*
- *Bigger set of values will be coming out from the statements that will be made by the interviews.*
- *Potential to incorporate the values that come out of the study to the work with the vision and mission of the board.*

Goal: Technology & Communication

- Our website renovation is underway and should be done within a couple of weeks.

Goal: Board Development

- Results of values, mission and vision statements exercise will be presented later in the meeting.

News

- LF, EG and CF attended the Little Branches Rural Roots conference in Arnprior, ON
- *All libraries that participate are rural and it is important for shared experiences*
- CF and multiple Board members attended in-person training from OLS on Board orientation
- All staff meeting was very informative. Had an OPP officer attend, some online de-escalation training and Jennifer led the staff in the same values, mission and vision statement exercise that board did.
- *Important follow up with staff.*
- *OPP will attempt to notify library staff when possible upon entry of the building with the incident they are addressing.*
- *Next steps will be to review staff safety policies and procedures.*

Baysville Friends

- Had a successful dinner and silent auction
- Currently selling tickets on their "No Place Like Gnome" hand knit blanket raffle

Dwight Friends

- Planning for their annual trivia game July 19th
- Supporting the branding of the Little Book Shop inside the Dwight Branch to Little Bear Books
- *Artwork will be created and advertising to showcase the bookshop with its rebrand*

Building Strategy Committee Update - John

- Review of work plan
 - ready for a public meeting and consultation to move forward
 - Public Meeting for July 2023
 - Follow up meeting with Board in July 2023 after the Public Meeting
 - Share public meeting findings and report next steps with Council in September 2023
 - Design plan and tender process still needed
 - Invite a Lion's Club member to join the Building Strategy Committee
 - Cathy F has altered the floor plan and will have it finalized this week
 - Invitations are extended to the Board Members to join the public consultation
 - Cathy F. will send an email to Council about upcoming public consultation

Building Fundraising Committee Update - Edith

- Dwight Farmer's Market, Wednesdays July 5 - Aug 30, 9am-2pm

- Looking for volunteers
- Baysville Walkabout, July 22, 9am-4pm
 - Looking for volunteers in 2 hour segments
- A committee meeting will be set up in August after the Building Strategy Committee work
 - Thinking ahead to the auction in the fall

Decision/Discussion Items:

- Mission, vision and values statements review of data
 - report on the data that was collected from the Board and Staff about values
 - range in responses between staff and board members for identifying values for corporation and community
 - Revealed data for Top Core Values
 - Revealed data for values needed to put core values into action
 - Cathy F. will share the PDF with all the board members and we will discuss again next board meeting
 - next steps are to involve 10 community members as part of community engagement; they will receive same instructions and the same sheet
 - return to board with results for September board meeting
 - Next steps are for Board Members to review the PDF and the 4 top core values and have an understanding of the meaning for ourselves
- Kiwanis Huntsville Muskoka raffle fundraiser
 - Cathy F. will share the information with Friends of the Library
 - Closes September 30, 2023
- 2023 Budget Discussion
 - Cathy F. will share with the board about the best decisions for moving forward to establish structure for operational decisions to support and reflect the role of CEO
 - Later Cathy F. will report actions taken to Council about the funds

Closed Session Motion to enter by Rod Mclean and seconded by Jennifer Pearson.
Carried.

Under the Public Libraries Act, R.S.O. 1990, c. P.44

Closed Meetings

(4) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(b) personal matters about an identifiable individual;

Adjourned closed session first carried by Rod McLean and seconded Edith Warr.

Carried.

Next Meeting: date to be determined in July 2023

Adjournment: 12:04 pm Rod McLean

C. Vanclief

