



*Discover / Connect / Inspire*

## **LAKE OF BAYS TOWNSHIP PUBLIC LIBRARY BOARD**

**MINUTES – MONDAY, JANUARY 28, 2019 – 9:30 A.M.  
DWIGHT LIBRARY**

**PRESENT:** Cathy Fairbairn, Cathy Hurst, Tom Gefucia, Penny McEachern, Rod McLean, Jennifer Pearson, Michael Peppard, Mary Lois Rennie, Ann Rogers, Cathy Vanclieaf, Edith Warr

**REGRETS:** Wayne Donaldson, David Walker

**GUEST:** Michelle Percival

**CALL TO ORDER:** 9:30 a.m. by Cathy Hurst who also welcomed Penny McEachern, LOB Council Representative

### **APPROVAL OF AGENDA:**

Motion to approve made by Edith Warr, seconded by Rod McLean. Carried.

### **MINUTES OF LAST MEETING:**

Motion to approve Minutes of November 26, 2018 (*with change of David Walker's last name from David McLean*) meeting made by Jennifer Pearson, seconded by Mary Lois Rennie. Carried.

Motion to approve Minutes of December 17, 2018 meeting made by Mary Lois Rennie, seconded by Rod McLean. Carried.

**BUSINESS ARISING:** none

**TREASURER'S REPORT:** will carry approval over to February 2019 meeting

### **CEO'S REPORT:**

#### **Goal: Pursue building expansion in Dwight**

- GrantStation update
- Mac & Cheese dinner results
- Grant writing workshop
- Bigwin Boat possibility

#### **Goal: Increase part-time staff hours for programming preparation and execution**

- New initiative 2019 budget written and submitted - update on status

#### **Goal: Increase social media presence and provide support to facilitate this goal**

- Continue to encourage staff posting and have a qualified volunteer posting literary content

**Goal: Engage larger community**

- The Baysville Seniors used the paper tree decorations the library created for the Community Dinner for their end of the year dinner.
- The Baysville branch has been holding a drive to collect non perishable food items for the Baysville Winter Pantry, and donations earn people a ballot to win two pairs of handmade repurposed sweater mittens (donated by the lady who facilitated that workshop). Draw will be the end of January. Food will be given to the Winter Pantry at that time.

**Goal: Upgrade computers and software**

- MS Office 2016 loaded on all public computers
- Working with Tom to schedule updates to hardware

**News**

- New Board portal on SOLS website <https://www.sols.org/index.php/governance-hub>
- Presentation of Lizann's APLL certificate at Feb 19th Council meeting, 9am
- Lizann and I leave Jan 30 for the OLA Superconference
- Connectivity Grant received

**Friends - Baysville**

- The Friends participated in the Baysville Lions Santa Claus parade, which had the theme of Children's Books. We went as Captain Underpants. The Friends won 1st place!!
- Friends will be participating in the Baysville Winterfest. The May Fundraising dinner and silent auction plans are also underway. The theme is East Coast Kitchen Party.

**Dwight**

- Light Up Dwight Night was very successful. Approximately 80 residents in attendance.
- Looking forward to summer and planning events. Trivia and a paddle board raffle have been confirmed to date.

**Statistical Reporting**

- infographic statistical chart created

Motion to accept CEO's Report made by Edith Warr seconded by Jennifer Pearson. Carried.

**DECISION/DISCUSSION ITEMS****Elections**

*Chair:* Motion to have Wayne Donaldson continue as Chair made by Mary Lois Rennie , seconded by Cathy Hurst. Carried.

*Vice Chair:* Motion to have Cathy Hurst continue as Vice-Chair made by Mary Lois Rennie, seconded by Rod McLean. Carried

*Secretary:* Motion to have Cathy Vanclieaf become Secretary (with Edith Warr as back-up), made by Mary Lois Rennie, seconded by Rod McLean. Carried

**Building Update** - presented by Cathy Fairbairn for Wayne Donaldson

- there are no updates re septic at this time - will contact MOE re using balancing tank septic system
- Wayne is seeking clarification re details of building contract

**Orientation of New Council Members**

- Cathy F. will orient new council to the LOB libraries using slide show she has created and video that Lizann created

**Thank You to Ann Rogers**

- presented gift and thanked her for her service on the board (joined in 2005)

**FUTURE AGENDA ITEMS:**

**MOTION TO ADJOURN:** Proposed by Rod McLean at 10:37 seconded by Edith Warr.

**NEXT MEETING:** Monday, February 25, 2019 at 9:30 a.m. in Baysville