



Discover / Connect / Inspire

LAKE OF BAYS TOWNSHIP PUBLIC LIBRARY BOARD

MINUTES – MONDAY, MAY 6, 2019 – 9:30 A.M. DWIGHT LIBRARY

PRESENT: Cathy Fairbairn, Cathy Hurst, Penny McEachern, Jennifer Pearson, Michael Peppard, Mary Lois Rennie, Cathy Vanclieaf, David Walker, Edith Warr

REGRETS: Wayne Donaldson, Tom Gefucia, Rod McLean

CALL TO ORDER: 9:30 a.m. by Cathy Hurst

APPROVAL OF AGENDA: With the addition of Discussion Item: Community Garden Boxes
Motion to approve made by David Walker, seconded by Edith Warr. Carried.

MINUTES OF LAST MEETING:

Motion to approve Minutes of March 4, 2019, meeting made by Cathy Vanclieaf, seconded by Jennifer Pearson. Carried.

BUSINESS ARISING: none

TREASURER'S REPORT:

As per email: Overall, no concerns at this point.

Motion to accept report made by Jennifer Pearson, seconded by David Walker. Carried.

CEO'S REPORT:

Goal: Pursue building expansion in Dwight

- GrantStation update
- Fundraising update
 - *various fundraising activities organized: book sale on May 18; Bigwin Cruise on July 22; Family Trivia on August 14*
- Building update-phone call, septic

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

- Allowing for the addition of after-school programming in Dwight, program preparation, fewer extra hours for full-time staff and sharing of running programs outside of regular opening hours in both branches.

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

- Starting to notice trends in our social media. The success of posts seems to depend on content across different platforms, i.e. what works on Instagram, is not as successful on Facebook and vice versa. Will continue monitoring and adjust content accordingly.

Goal: Engage larger community

- Lizann did a beeswax wrap program at the Horticulture Society
- Helped a local business learn how to post video to social media
- Community group rentals in Baysville

Goal: Upgrade computers and software

- Scheduled to commence in 2020

News

- Annual survey has been completed and submitted
- All staff meeting was held March 4th. Reviewed results of DISC tests, health & safety talk, OLA takeaways and summer program planning
- aquaponics grant application submitted
- CF attended new CEO group webinar and Leadership course
- Accreditation certificate and LB's APPL certificate presented by Mayor Glover at Feb Council meeting

Friends

- Baysville
 - participated in Winterfest
 - Maritime Kitchen Party silent auction and dinner plans well underway. Event is May 25, 5pm. Tickets are \$55
- Dwight
 - planning community vegetable gardens
 - fundraising events for the summer, trivia, author events

Statistical Reporting: See attached

Motion to accept CEO's Report made by Mary Lois Rennie seconded by Edith Warr. Carried.

DECISION/DISCUSSION ITEMS

Recent SOLS budget cut and potential implications for LoB Library

- VDX Interlibrary loan software has already been paid for this year so will continue until subscription ends - should be back up by June
- Muskoka CEOs have been in contact with each other re how to manage inter-library loans and will meet on May 8 to determine options for moving books
- may look into option of mailing books rather than couriering them

- ebooks and audiobooks are increasing in use - possibly have a few tablets and/or thumb drives available for people who don't have access to internet

Community Garden Boxes

- following the recent newspaper article, patron approached Dwight Library re the offer of her church (located at Hwy. 35 & Seabreeze Road) to create 10 family garden plots for families to grow their own produce
- wants a partnership with LOB Library and church - library to act as program coordinator for allocation of family plots as well as advertising their availability

Policy-Library Board Code of Conduct

- add "Must follow Library Act" to "Purpose" section

Motion to amend the Code of Conduct made by Cathy Hurst seconded by David Walker. Carried.

Review of Strategic Plan - updated plan goals for 2019-2020

1. Dwight Expansion
2. Communication & Community Engagement
3. New ILS System
4. Increase technology and tech programming

FUTURE AGENDA ITEMS:

MOTION TO ADJOURN: Proposed by David Walker at 11:35 a.m. seconded by Mary Lois Rennie

NEXT MEETING: Monday, May 27, 2019 at 9:30 a.m. in Baysville