

CAVAN MONAGHAN PUBLIC LIBRARY BOARD

Date: January 25th, 2022

Place: Zoom @ 7:00pm (meeting may be recorded)

PRESENT: Lynda Allair
Ryan Matheson
Scott McFadden Council Representative
Jessica Polak
Glen Spurrell Chair
Rob Swaffield
Michelle Watson Vice Chair
Karla Buckborough CEO/Librarian
Erin Stewart Branch Librarian/Secretary

ABSENT:

1. Glen called the meeting to order and read the Land Acknowledgement at 7:01pm. Glen welcomed Mayor Scott McFadden to the Board as our Council Representative and introductions took place.
2. Disclosure of pecuniary interest and the general nature thereof - none
3. Approve Agenda
Motion: 08/22 Moved by: Lynda
Agenda accepted as presented with one modification:
Add 6c. excerpt from Strategic Plan
Carried
4. Approve Minutes of meeting held on January 18th, 2022
Motion: 09/22 Moved by: Michelle
To approve minutes of meeting held on January 18th, 2022 with two amendments:
 1. Remove Barb Allen from the list of meeting attendees
 2. Michelle adjourned the meeting, not LyndaCarried
5. Finance
 - a. 2022 Budget - continue discussion from January 18th and Council on January 20th, 2022
 - i. verbal update from Glen and Karla
Capital funding was discussed. Report capital spending to Kimberley Pope, Director of Finance, so she can include in quarterly report to Council.
 - ii. Reserves - discussion regarding use of reserves
Working fund reserves were discussed. It was decided to use these reserves for the SHRP report if necessary.
Hold donations as contingency for ICIP grant.
 - iii. Operating and Capital
Remove public use computers and OMERS for one employee from budget.
Motion: 10/22 Moved by: Lynda
To do the following three things:
 - 1) To remove \$5900 for IT from Capital
 - 2) To retain the existing operating budget with working fund reserve to use for the SHRP report if necessary.
 - 3) Keeping donations as is and use as the Board sees fit.Carried

6. Strategic Plan

a. Brief update

Karla and Glen attended a meeting on development charges on January 25. The Strategic Plan committee was planning to present to Council on February 7, however, the library budget will be presented that day. On February 22, Council will discuss the funding of a new Master Parks and Recreation Plan. This might be a preferable time for the library to present the Strategic Plan.

b. Preview of presentation

c. Excerpt from Strategic Plan

Due to the time, items b and c were not discussed.

7. Next meeting: February 15th, 2022

8. Adjournment

Lynda adjourned the meeting at 9pm