

CAVAN MONAGHAN PUBLIC LIBRARY BOARD

Date: February 20th, 2024

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

Mission Statement:

Empowering residents to read, learn and connect through quality resources, safe and welcoming spaces, innovative programs, and creative services.

Vision:

Enriching the lives of residents through books and beyond.

PRESENT:	Rachel Finnie	
	Karen Graham	
	Earl McLeod	Chair
	Tony Parks	
	Monica Schjott	
	Chandra Tremblay	Vice Chair
	Karla Buckborough	CEO/Librarian
	Erin Stewart	Branch Librarian/Secretary

REGRETS: Matthew Graham

1. Earl called the meeting to order at 7pm.
2. Earl read the Land Acknowledgement
We respectfully acknowledge that the Township of Cavan Monaghan is located on the Treaty 20 Michi Saagiig territory, in the traditional territory of the Michi Saagiig Anishnaabeg.
We offer our gratitude to First Nations for their care for and teachings about these lands. May we honour these teachings.
3. Disclosure of pecuniary interest and the general nature thereof - none
4. Agenda
Motion: 08/24 **Moved by: Chandra**
Approve agenda as amended with the removal of Agenda Item 6 – get-to know each other activity.
Carried.
5. Election of Chair and Vice Chair
Motion: 09/24 **Moved by: Rachel**
Earl remains Chair of the Library Board and Chandra is nominated for Vice Chair.
Carried.
6. Get-to know each other activity – postponed until the next meeting.
7. Minutes
Motion: 10/24 **Moved by: Rachel**
Approve minutes of the Library Board meeting January 16, 2024.
Carried.

8. Library Activity Highlights and Statistics

Library Activity Highlights

The photo shoot on Thursday, January 25 went very well. Wayne Eardley and his assistant Paul started their day at the Bruce Johnston Branch and after lunch came to Millbrook. We had a great group of volunteers pose for the camera. The photos will be used for promotional material and social media.

The Seniors Grant continues with memoir writing, a writer-in-residence workshop, a presentation from Jim Chaplin on his trip to Taiwan, and some armchair travel with VR headsets.

Statistics

Motion: 11/24

Moved by: Monica

Accept the library highlights and statistics as presented.

Carried.

9. Strategic Plan

a. CMLibraries Strategic Actions - Draft Jan 16, 2024

Revised the wording in the bullet points for Strategic Plan Direction #1, Goal #2: Increase Digital Presence.

Actions and metrics were discussed for all appropriate Directions and Goals.

10. Marketing Committee

- a. Rachel provided a verbal update from the meeting held on February 13. Marketing Committee is working on the Annual Report.

11. Human Resources

a. Update - provided by committee members

Pulse Survey provided some great insight from staff regarding changes they would make to the library.

- b. Karla - Performance appraisal conversations have happened with almost all staff; paperwork and second conversations being scheduled; all staff have been informed that there will be a third conversation once the strategic plan objectives are finalized by the board.

12. Finance

a. January Operating and January Capital

b. 2024 Budget - Operating and Capital

Motion: 12/24

Moved by: Tony

Receive the Financial Reports as presented.

Carried.

13. Correspondence for action/information

- a. Phone call from MPP Scott - regarding possible increase to Connectivity Reimbursement - waiting for notice of new funding.

14. Business Arising/Old Business

- a. IT meeting with Township - proposed dates of March 27th or March 28th

15. Take-aways for Council – none at this time.

16. Next meeting: March 19th @ 7pm, unless otherwise called by the Chair

17. Adjournment – Monica adjourned the meeting at 8:55pm.

Signature: _____
Chair

Date: _____

Signature: _____
Secretary

Date: _____