

CAVAN MONAGHAN PUBLIC LIBRARY BOARD

Date: October 15th, 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: Karen Graham
 Earl McLeod Chair
 Tony Parks
 Monica Schjott
 Karla Buckborough CEO/Librarian
 Erin Stewart Branch Librarian/Secretary

ABSENT: Matthew Graham, Chandra Tremblay, Rachel Finnie

1. Earl called the meeting to order at 6:56pm.
2. Earl read the Land Acknowledgement.
3. Disclosure of pecuniary interest and the general nature thereof - none
4. Agenda
Motion: 40/24 Moved by: Monica
Approve amended agenda with the addition of:
12b. Board member resignation/dismissal
Carried.
5. Minutes
Motion: 41/24 Moved by: Karen
Approve minutes of the Library Board meeting September 17th, 2024.
Carried.
6. Library Activity Highlights and Statistics
All staff took part in mental health training on Monday, September 30 with Jack Veitch from the Canadian Mental Association.
A large crowd gathered in the Harry Williams Room to listen to Millbrook resident Ron Gosbee read from his book *No escape: witness to a Canadian genocide* on Tuesday, October 1st. This book details his experience as the only white child (along with his two sisters) at the infamous St. Anne's Indian Residential school in Fort Albany, Ontario. Library staff shared a table with the Historical Society at the BIA Fall Festival on Saturday, October 5th.
On Tuesday, October 8th the Millbrook Branch hosted a display of artwork from the Kitchen Krafters, a local group that has been meeting for many years. Approximately 75 people came through to see the art!

Motion: 42/24 Moved by: Karen
Accept the Library Activity Highlights and Statistics as presented.
Carried.
7. Strategic Plan
 - a. CMLibraries Strategic Plan - October Updates
 - i. Karla is meeting with a vendor in November regarding shelving for the rearrangement of the Millbrook Branch

8. Marketing Committee
 - a. Update - none
9. Human Resources
 - a. Update - none
10. Finance
 - a. September Operating and September Capital
 - b. Purchasing Update - October 11

Motion: 43/24 Moved by: Monica

To use Donation Reserve funds to purchase the 2025 Forest of Reading books with an upset limit of \$2500.
Carried.

- c. 2025 Budget - Operating, Capital, 2025 Budget Update

Motion: 44/24 Moved by: Monica

To use Donation Reserve funds to purchase a new projector with an upset limit of \$1700 plus applicable taxes.
Carried.

- d. IT Plan - Draft - with tie-in to County findings
- e. Donation reserve update
- f. Programming data

Motion: 45/24 Moved by: Karen

Receive financial reports as presented.
Carried.

11. Correspondence for action/information
 - a. None

12. Business Arising/Old Business
 - a. Library monitoring tool

Karen presented the Board with a monitoring tool that tracks item, lead, task, completion target, and status of ongoing projects. Karla will add it to the next agenda as a new section.

- b. Board member resignation/dismissal

Motion: 46/24 Moved by: Karen

That a Library Board member, who has missed three consecutive meetings without explanation, be dismissed from the Library Board, as per the Public Library Act. That a request be sent to the Township identifying the vacancy.
Carried.

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

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

15. Adjournment – Karen adjourned at 8:25pm.

Signature: _____
Chair

Date: _____

Signature: _____
Secretary

Date: _____