

Callander Public Library Board February 24, 2021 Minutes

In attendance: Jo Sawyer (Chair), Leslie Boudreau, Zoe Warenik, David Villard, Dianne Allen, Liz McCarty, Alison Peden, Liz McCarty, Melissa Sones (CEO) and Ashley Bilodeau (SMD)

With regrets: Robb Noon

The meeting was called to order at 6:03 pm.

1. **Declaration of pecuniary interest** – none expressed
2. **Motion #2021-02-06:** Zoe Warenik, David Villard
That the Board approves as amended the agenda for February 3, 2021 with the following additions:
 4. add donations
 6. d) Dine with the Author.

As well, the Board approves the minutes for February 24, 2021 6:03pm

3. **Ongoing Business:**
 - a. Intern: no update
 - b. Valuing your Ontario Library Toolkit: Focus Group on March 8th, 2021. CEO will send email to Board to formally invite, members of the public will also be invited
 - c. Health & Safety Issues – issue with inaccessibility of the front step of the building, has been shared with municipal staff, library staff completed Dementia Friendly Spaces training with the Alzheimer's Society
 - d. Friends of the Library donation – The Friends of the Library has agreed to cover the cost of the purchase of a Cricut, CEO to purchase and Friends will reimburse. The Friends of the Library has found a donor to cover a significant portion of a new Early Learning Station, the Library will cover ½ the cost and the Friends will cover the remainder. A new Early Learning Station will not be purchased, until the Library resumes normal operations.
 - e. Library operations during COVID-19 – CEO reported that curbside services are going well, the Library will continue curbside service for the time being.
 - f. Staff Report and Monthly Statistics – presented and will be shared with Council
 - g. Strategic Plan – Goals and objectives were discussed, CEO will continue to work on this document
 - h. Workplace Anti-Violence and Harassment Review – Staff have all received a copy of the policy and will discuss at upcoming staff meeting
 - i. Performance Evaluations – Completed, confirmation will be sent to appropriate municipal staff. A review of the process will commence in August.
 - j. Annual Report – Issue was identified with statistics. Staff are working with OLS-N to rectify. Completed report will be presented to Board.

- k. Third party virtual programs – will be offered, participants will be required to sign Zoom disclaimer, Library staff will attend all third party Library programs.
- l. Pat Morris Communities Matter Grant – it was decided not to apply at this time. The Health Unit has donated four pairs of snowshoes to the Library for loan to patrons.

4. **Committee Updates:**

a. Finance Committee:

- Budget was presented, Cantook Station (a French ebook and eaudiobook resource) will be purchased allowing library patrons access.

Motion # 2021-02-07: David Villard Zoe Warenik

That the Board approves the budget as presented.

- CEO will compile library donations

5. Financial Reports: December 2020 Financial Report-deferred

6. New Business:

- a. Fines and fees for new materials - Snowshoes will loan for 1 week and a fine of \$1.00/day will be charged for overdue items. Ontario Parks day-use passes will loan for 1 week and will have no fines.
- b. Senior's Grant Update – Technology has been purchased, everything has arrived, except for hotspots, Ministry has not responded to request to alter the grant proposal. Funds have been deposited and program will move forward at this time.
- c. Technology Plan – Board has reviewed. If there are questions Board members will send to CEO, Technology Trainer will attend next Board meeting to answer any questions.
- d. Dine with the Author – Committee has decided to cancel event for this year. Sudbury Rotary will offer an event and will share some of the funds raised with a number of literacy initiatives in the community.
- e. Next meeting March 24, 2021

Meeting adjourned at 7:12 p.m.