

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Sept. 20, 2016 at 12:30 p.m. at the library.

Present: M-W: Brian Reid, Sue Birta, John Harris, Victor Suthren,

Montague: Wendy Simpson-Lewis

and Mary Kate Laphen (Librarian)

Absent: Carole Roberts,

Meeting called to order at 12:40 pm.

1. Conflict of Interest: None.

2. Adoption of Agenda: ADOPTED.

3. Approval of Minutes: Minutes from June 14/16 meeting – APPROVED.

4. Correspondence:

Changes to Internet Funding: Libraries were notified by SOLS that the provincial government has cut funding for internet connectivity by 50% for this fiscal year. This will not change the funding for smaller libraries (including ours) for 2016; however, there is no information yet on whether this funding will be there in 2017.

5. Questions/ Presentations from Public: None

6. Friends of the Library Report: The Friends had their annual meeting. They have a couple of new members. The Bulb Sale raised \$488, plus they received \$170 in donations. Next year is the Friends' 25th anniversary and they would like to try some different fundraising. They are looking into a Main St. celebrity chef dinner. They would also like a big ticket fundraising goal. It was suggested that the revamp of the meeting room might be appropriate for this.

7. Librarian's Report: see Summer Highlights and notes below.

8. Other Business:

a. **Updates:** covered in Librarian's Report.

b. **Financial Statements:**

- **2015 Audited Financial Statement:** Reviewed statement received from Auditors via Treasurer. Reserved funds are not so identified in this statement, but the Treasurer says this will be in the 2016 statement. – **Statement APPROVED.**
- **Registered Charity Number:** Now that we have the audited financial statement, Mary Kate can return to working on the application for this.
- **Year-to-Date Financial Update:** Accepted as presented.

c. **Planning:**

- **Community Engagement:** Reviewed draft 'toolkit' (interviews, handouts), and discussed target groups to begin the process with. Groups will be approached to set up meetings after Thanksgiving. As we've had a larger than usual number of new members joining over the summer, it was also suggested that we contact this group as well. Mary Kate will consider the logistics of this, and revise the interview points for new members and for the Open House. It was also suggested that we put together some type of display or collection of newspaper clippings about the library for use during the meetings. Mary Kate will look into this.
- **Open House:** The Library and Board will host another Open House on October 22. Details will be decided at the Oct. board meeting.
- **Building:** Roof repairs have been completed. We are in the process of seeking a recommendation and quote re: interior lighting. The holes in the drywall have been fixed and painted. Public Works will be replacing the septic access cover. The meeting room project did not move forward over the summer.
- **Investment:** This is pending until the municipal investment policy is approved.

9. Next meeting: Tues, Oct. 11 at 12:30 at the Library.

Meeting concluded.

Librarian _____

Chairperson _____

Librarian's Report for Sept/16 (See Summer Highlights for July-Aug)

September has slowed down from our summer high. We are getting a number of kids from Merrickville Public School coming on Weds after school. We will be continuing the Friday afternoon movies this fall. Gloria Stowell will be starting up a new series of art workshops for older kids later this month. I have reconnected with teachers at both Merrickville and Wolford School, and have filled some requests.

Collection: Budget is on track. Am planning our major DVDs purchases for the "Black Friday" sales. Will need to do weeding again sometime during the fall and winter.

Volunteers: The volunteer situation continues to be good. We currently have enough volunteers, and possibly a few new ones.

Donations: We received a \$500 donation, plus a couple of in memoriam donations.

Professional Development, Meetings, etc: Have a Small Libraries meeting and a 1-day workshop on ideas for small libraries coming up.

Grants, etc: Our annual Public Libraries Operating Grant (PLOG) submission has gone through. We will be receiving the grant soon.

Plans for month: Prepare for Halloween activities, Open House, etc. ; move ahead with Community Engagement project and Registered Charity Number ; connect with schools, Strategic Planning Committee, and the usual.