

Smiths Falls Public Library Board Minutes

Date: March 28, 2023
Location: Library
Time: 6:05 p.m.
Adjournment: 7:37 p.m.

In attendance: A. Guerin S. Martin
S. McLean Knapp C. Mariona
R. Cauley M. Gallagher
C. Cummings (part-time)
A. Foster, CEO/Chief Librarian

Regrets: M. Murphy J. Miller

~ ~ ~ ~ ~

Agenda / Item / Issue	Discussion / Action
1. Call to order	A. Guerin called the meeting to order at 6:05 p.m.
2. Land Acknowledgement	The partial Land Acknowledgement Statement for the Town of Smiths Falls was read by A. Guerin.
3. Approval of the Agenda	Due to J. Miller's absence the Municipal Report was removed from the agenda. Motion: S. McLean Knapp moved the approval of the agenda as amended. Seconded by M. Gallagher. Carried.
4. Minutes of February 28, 2023	Motion: It was moved by S. McLean Knapp and seconded by R. Cauley that the minutes of February 28, 2023 be accepted as circulated. Carried.
5. Disclosure of Monetary Interest	None.
6. Business Arising from the Minutes	None.
7. Correspondence	FOPL sent a hopeful update on March 10, 2023 about their progress with the Ministry of Tourism, Culture and Sport. A. Foster noted that the once again the provincial budget appears to have added nothing for public libraries.
8. Librarian's Report and Statistics + 2022: A Year in Review	The Librarian's Report was summarized by A. Foster. While the overall door count was not overly high, there was a noticeable increase in challenging individuals. Board members made various suggestions for training

and signage and noted the importance of staff feeling safe. Staff have been rattled a few times but no incidents were at the level of needing police involvement.

The donation box went missing. We have two new volunteers. There has been a noticeable increase in OverDrive/Libby holds recently. The board game café had quite varied attendance.

Other adult and teen programs had decent attendance. Regular storytime had fairly good attendance but there was no attendance for either baby time or French story time; the latter of which is being discontinued for the time being as there has been no attendance despite trying different days and times. The Smiths Falls Digital Archives continued to have a good amount of additions. February's statistics were quite varied but there seems to be a *continued trend of more circulation but less actual visits to the library.*

2022: A Year in Review was also presented. March had the highest number of visitors which is unusual and likely attributable to the road construction for most of the remainder of the year. The report will be posted on Facebook and (eventually) on our website.

Motion: It was moved by S. Martin and seconded by M. Gallagher to accept the financial report. Carried.

9. Staffing Issues

The library has been experiencing a number of staffing issues and it is clear to A. Foster that our current staffing situation simply is not working well. We cannot find people with library experience and/or education for part-time positions. There also appears to not be post-secondary students in the area for the number of posted jobs in the town. A. Foster feels that the library needs more full-time positions and to work toward being less reliant on students for summer programming. She also feels that staff aren't being paid enough and that their jobs may be misunderstood under the town's pay equity program.

A. Foster will work on a draft staffing plan for the meeting.

A. Foster also proposed closing the library for one day in early May to allow all interested staff to attend one day of the Little Branches Rural Roots conference in Arnprior. The cost would be \$60 per attendee plus mileage for probably two vehicles.

C. Cummings moved to close the library for a professional development day to allow library staff to attend a day of the Little Branches Rural Roots conference. Seconded by S. McLean Knapp. Carried.

10. Committee Updates

Finance:

February's financial statement was presented. Nothing looked out of the ordinary.

Policy and Governance:

A. Foster will send out a poll of possible meetings dates. The bylaws definitely need to be reviewed.

Property Committee:

C. Cummings, chair of the committee, gave an overview of recent meetings. Minutes will be presented at the next board meeting. Terms of reference are being worked on. The committee hopes to add non-voting town staff. The committee discussed changes to the plans that were previously discussed with the board with the architect, D. Wojcik. There should be some cost savings here but there will be costs to have the plans re-stamped by an engineer because of retirement. Otherwise, the tender documents, are in good shape. D. Wojcik recommended consulting with the town's building official and the MHC (Municipal Heritage Committee) as soon as possible. The MHC has seen the plans previously but did not give an official endorsement and the bylaws have been rewritten since that time. D. Wojcik including the additional flooring and painting with the tender documents but not the front door though there should be a provision for temporary doors in the tender documents.

12. Montague Report

S. Martin announced that Montague had approved the library for \$20,000 which is more than \$5,000 more than in recent years. We will hear about our grant application for summer tutoring soon. The recreation committee will have Easter activities and a dance. The fire department will have an open house on May 13. The library will give a presentation to Montague council on May 2. Once the weather improves, the book hub will be back; it always needs children's books.

13. New Business

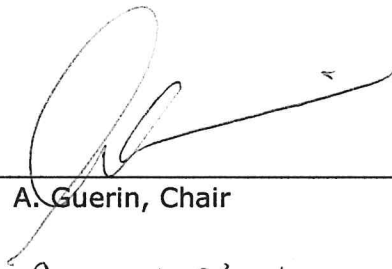
There was some talk about governance training provided by OLS. The Perth training looks like it will go ahead but A. Foster will inform if this changes. An online session of the training had questions about book censorship which is an increasing issue for many libraries and is often tied in with criticism of drag queen story times which are being held increasingly often in public libraries.

14. Date of Next Meeting

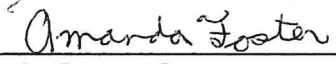
April 25 at 6:00 p.m.

15. Adjournment

C. Mariona moved to adjourn the meeting at 7:37 pm. Seconded by S. Martin.



A. Guerin, Chair



A. Foster, Secretary