

Smiths Falls Public Library Board Minutes

Date: October 24, 2023
Location: Library
Time: 6:02 p.m.
Adjournment: 7:36 p.m.

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

Regrets: J. Miller S. McLean Knapp

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Agenda / Item / Issue	Discussion / Action
1. Call to order	A. Guerin called the meeting to order at 6:02 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	The Municipal Report, Montague Report, and Friends Report were removed from the agenda. Motion: S. Martin moved the approval of the agenda as amended. Seconded by M. Gallagher. Carried.
4. Minutes of September 26, 2023	Motion: It was moved by M. Murphy and seconded by S. Martin that the minutes of September 26, 2023 be accepted as circulated. Carried.
5. Disclosure of Monetary Interest	None.
6. Business Arising from the Minutes	A. Foster summarized the changes to the MOU proposed by the town. This draft was provided before finishing legal review so there may be changes on the town's end. It states that the library building belongs to the town which currently is not the case. There are a number of contradictions in different parts of the draft MOU as well as clauses that are not compliant with the Public Libraries Act. There are also a number of clauses that are pretty unclear. The library has recently realized that we need clarity on the audit and Internet/telecommunications. It looks like we're not close to being able to sign an MOU. Once she's presented with the legally-reviewed draft MOU A. Foster will try to meet with the town to discuss the aforementioned concerns provided that the draft

MOU has not changed substantially. If the draft ends up being substantially different, she will discuss further with the board before proceeding.

7. Correspondence

OLS sent an email on October 5 informing libraries about the Canadian Urban Institute's report: "Overdue: The Case for Canada's Public Libraries." A lot of this report is similar to previous reports (eg. ROI of library services) but it's always good to have more advocacy for public libraries.

FOPL sent out an update email on October 6. A long with their usual updates on advocating to the provincial government for funding (eg. Ontario Digital Public Library), they included their letter of support for changes to the Consumer Protection Act as it impacts the ability of libraries to purchase digital resources.

8. Librarian's Report and Statistics

The Librarian's Report was summarized by A. Foster. September usage, as expected, as lower than the in the summer. We're "lucky" in that are PLOG amount is low enough that we aren't required to submit audited statements with our application. There were some staffing challenges. We hope to offer STEM programming along with other Lanark libraries next March Break as well as in the summer. There was correspondence about furniture once the tender was issued. The OLS virtual conference offered some interesting sessions; in particular, a session about Barrie Public Library's modified bookstore model and the keynote by Kate Graham in the board portion of the conference were very thought-provoking. September was a light month for programming but A. Rankie did some visits to schools and evening book club attendance was better. Records continued to be added to the Smiths Falls Digital Archive at a steady pace.

Motion: It was moved by C. Mariona and seconded by M. Gallagher to accept the librarian's report. Carried.

9. Committee Updates

Finance:

The Township of Montague wants our 2024 request for funding by tomorrow. While the budget is in draft form, we do have a request for \$25,000 from the Township of Montague in the draft budget.

Motion: It was moved by A. Guerin and seconded by R. Cauley that A. Foster proceed with submitting a request for \$25,000 for 2024 to the Township of Montague.

Policy and Governance:

A. Foster will send out possible dates and times to committee members soon so that there will be policies ready to review at the next board meeting.

Property Committee:

C. Cummings summarized the long process that resulted in more work than expected. The town ultimately accepted the HIA (Heritage Impact Assessment) completed by N. Dwyer. The MHC (Municipal Heritage Committee) approved the project as did town council. The tender garnered unprecedented interest with 40 requests for the documents, 26 attendees at the mandatory bidders meeting, and 8 bids submitted. The bids ranged from approximately 1.3 to 2.8 million dollars. D. Wojcik, the project's architect, evaluated the three lowest bids in detail. There were some small errors with the lowest bid but nothing significant. A. Foster and C. Cummings met with M. Baumann, the town's treasurer, and were able to confirm the shortfall between the budget and what is needed for the project which is \$165,000 which is rounded up to \$175,000 to allow some room for error.

10. Closed meeting

Motion: C. Cummings moved to enter a closed meeting at 7:15 pm. Seconded by M. Gallagher. Carried.

Motion: C. Cummings moved to exit the closed meeting at 7:21 pm. Seconded by A. Guerin. Carried.

11. Property Committee

Motion: C. Cummings moved to ask the Town of Smiths Falls Council to increase the capital budget for the children's department renovation project by \$175,000. Seconded by M. Gallagher. Carried.
Motion: C. Cummings moved to ask the Town of Smiths Falls to award the tender to the lowest bidder. Seconded by C. Mariona. Carried.

12. New Business

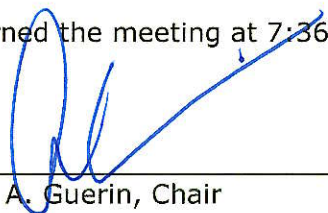
None.

13. Date of Next Meeting

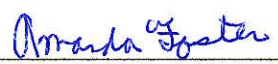
November 28 at 6:00 p.m.

14. Adjournment

A. Guerin adjourned the meeting at 7:36 pm.



A. Guerin, Chair



A. Foster, Secretary