

Montague residents and at \$12,500 it might not make sense to continuing providing them library service. Even \$30,000 is a fraction of what Smiths Falls residents pay on a per capita basis. S. Martin stated that she had no advance notice from Montague and was shocked. There was a discussion about trying to see if the town can include the library funding issue in their other negotiations with Montague. C. Cummings noted that the board had in the past sent a letter to Montague explaining what they provided to Montague and their reeve at the time attended a library board meeting and funding did improve. M. Gallagher suggested writing a letter to Montague saying that the board had received the letter and was considering options. It was decided to see what the town said before proceeding.

A letter from the CFUW (Canadian Federation of University Women) Perth and District was also received along with an \$800 donation towards summer literacy programming.

We received two letters about a potential lien on the building from a subcontractor.

We also received FOPL Winter Advocacy updates.

8. Librarian's Report and Statistics

A. Foster summarized the librarian's reports for November, December, and January. The transition to the new ILL system coincided with the Canada Post strike; a surprising number of people had trouble understanding why their ILL requests hadn't arrived. Along with other Lanark library CEOs, A. Foster met with MPP J. Jordan about the Ontario Digital Public Library. There was a bomb scare. There were issues with a man not shutting the down to the washroom. Dino-ember was quite popular with kids. The number of children enrolled in the 1,000 Books Before Kindergarten increased. The staff training went well. We had notification of a \$12,500 grant from the Cogir Foundation. We tried out Bookwhen for program booking and the staff liked it. Norman the Gnome wasn't as popular as Dino-ember but still well-received. Book Ornament Night for adults had just 1 attendee despite 9 registrations. The downtown Christmas event brought in lots of people. While January's numbers weren't fantastic we did have more people through the door than in January 2024. We now have carbon dioxide metres available to be borrowed thanks to a donation from CAVI (Community Access to Ventilation Information). Our new library cards have key tags which can be used in place of cards. January's book club attendance was low. The TAB (Teen Advisory Board) finally gained some new members.

9. 2024: A Year in Review

The board felt that this report needed revision so that it focuses more on the positives and less on the challenges of the year.

10. MOU

There was a discussion about whether the MOU was ready to be sent back to the town with comments. A. Foster's concerns centre around the board not giving up autonomy, especially concerning the draft MOU stating that the board has to follow some of the town's policies. It was suggested that the board agree to follow the town's procurement policy when applicable or possible.

Motion: J. Miller moved for A. Foster to send the draft MOU back to the town with amended comments. Seconded by S. McLean Knapp. Carried.

11. Purchase Approvals

The purchase of a PLAY Interactive Table for the children's department was discussed. A. Foster noted that it would combine technology and play elements and that D. Kuehl thought it would be a good purchase and bring people into the library. R. Cauley suggested more toys instead. It was decided to hold off making a decision until the new space is open.

The purchased of a Ristech ST Imaging Viewscan 4 Microfilm Reader Scanner was discussed. A new microfilm reader is part of the 2025 budget and the current reader only kind of works; plus, this new machine is small and could just be attached to one of the public computers which would be much more convenient and save space. There were questions about whether this was necessary. A. Foster noted that it isn't always used but can be used for lengthy periods at times and that the library sometimes received ILL microfilm. She will look into the cost of digitizing our collection and noted there would be additional online storage costs should we opt to make the digitized collection available online. A. Foster will look into the cost of digitization.

12. Committee Updates

Finance:

There were no concerns about the 2023 Draft Financial Statements.

Motion: A. Guerin moved to approve the 2023 Draft Financial Statements. Seconded by C. Cummings. Carried.

A. Foster noted that the financial statements to December 31, 2024 did not include all of the furniture donations and she's waiting for this to be fixed.

Motion: A. Guerin moved to accept the financial statements to December 31, 2024 with the understanding that the furniture donations need to be corrected. Seconded by S. McLean Knapp. Carried.

A. Foster read the answers about pay equity and the town's pay grid that she received back from N. Bennett. The board understood the answers though some didn't agree with the town's system it was agreed that the library should follow it. It was thought that staff should not move down steps and should be stay at their current (or the highest step) they'd reached. The budget passed allows for this option. A. Foster also noted that some staff members had expressed concern that town non-union members had been given a signing bonus (\$1,000 full-time/\$500 part-time) and they had not; the board agreed that this does not seem fair.

Motion: A. Guerin moved that the library employees be paid at their current (or highest step reached) step of the pay grid at the new rates retroactive to January 1, 2025. Seconded by C. Cummings. Carried.

Motion: A. Guerin moved that A. Foster ask the town why library staff were not included in the non-union agreement signing bonus. Seconded by S. Martin. Carried.

Fundraising:

A. Foster noted that we need to figure out what our plan is for the donor wall. We're currently at 15 donors but need to decide how much space we need for possible additional donors. C. Cummings had tried previously to reach out to a possible company without success. J. Miller suggested Paper Studios; A. Guerin will reach out.

Policy and Governance:

Moved to next meeting.

Property Committee:

C. Cummings noted that the new door will be installed tomorrow. The company priced the door incorrectly and have said that they'll lose \$6,000 and asked if we could pay more. C. Cummings said that we could pay a small amount for storage as it has been stored much longer than anticipated. We would still be within the budget for the door.

Motion: J. Miller moved that the library pay \$500 for the storage of the door. Seconded by A. Guerin. Carried.

One of the subcontractors sent paperwork regarding a potential lien on the building. This subcontractor hadn't been fully paid by Premium Construction because their work was not done properly and they didn't correct it in a timely manner; Premium brought another company in to correct their work. The amount in question is only about \$14,000 so it's very unlikely they'd actually place a lien on the building.


The work is behind schedule but the library has a tentative moving date from the temporary location of March 26 and a tentative soft re-opening date of April 7. The library will be closed at least two weeks but it could end up being more. Healey's has "guaranteed" that they'll be done by April 4 and that should be the last of the work to be completed.

The project is still below budget. Flooring is being done in the basement and painting will be done on the main floor.

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| 13. Municipal Report | J. Miller noted that the 2025 budget was passed. |
| 14. Montague Report | Nothing to report. |
| 15. New Business | None. |
| 16. Date of Next Meeting | March 25 at 6:30 p.m (if needed). |
| 17. Adjournment | A. Guerin adjourned the meeting at 8:17 pm. |



A. Guerin, Chair



A. Foster, Secretary