

Callander Public Library Board Special Meeting June 14, 2023 Minutes

Board Members in attendance in-person: David Villard, Jo Sawyer, Leslie Boudreau Barb Boland, Alison Peden, and Melissa Sones

Virtually: John Davis

Location: Callander Public Library and Zoom

1. **Call to order:** at 5:23pm
2. **Declaration of pecuniary interest** – none expressed

3. **Approval of Agenda**

Motion: 2023-06-43

That the Board Approves the agenda.

Moved: J. Sawyer, Seconded: B. Boland

Approved

4. **Library Service Review:**

Whereas the Board has directed the External Affairs Committee (EAC) to determine the steps necessary to hire a consulting firm to complete a Library Service Review.

The EAC has completed a draft RFP to procure a service review that will identify community need, evaluate current library services and develop a vision for library services in a new larger facility.

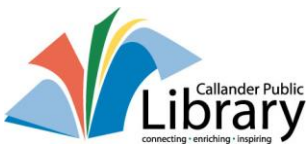
The next steps in this process are:

- Approval of the Draft RFP for a Library Service Review
- Approval for up to \$25,000.00 (not including HST) to be used from the Lifelong Learning Grant that the Library received.

Motion: 2023-06-44

That the Board approves the draft Request for Proposals for a Library Service Review as presented to the Board.

That the Board directs the External Affairs Committee to evaluate any proposals received based on the criteria listed in the RFP and provide a recommendations to the Board based on the criteria listed in the RFP.



That the Board approves the use of a port of the Lifelong Learning Grant to cover the costs associated with a Library Service Review, up to a value of \$ 25,000.00 not including HST.

Moved: A. Peden, Seconded: L. Boudreau

Approved

Discussion: In light of recent resolutions approved by council at the meeting on Tuesday, June 13th, 2023 that look at options for a new library building, it is optimal timing for this project.

Funding for this project will be from the Lifelong Learning Grant that the library received a number of years ago. This was a government grant that was not designated for a specific use.

Ideal to complete during the summer months in order to complete public consultation.

5. Next Meeting June 21st, 2023

Meeting Adjourned: 6:06 pm

Board Chair: _____ Date: _____
David Villard

Secretary: _____ Date: _____
Melissa Sones