

**DRAFT**  
**Callander Public Library Board**  
**April 23, 2023 Minutes**

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

**Library Staff in attendance in-person:** Robin Benard, Carly Paul

**In attendance by zoom:** Rebecca MacDonald

**Location:** Callander Public Library and Zoom

**\*NOTE\* Video feed from the library was not working**

**1. Call to order:** at 6:10pm

**2. Declaration of pecuniary interest** – none expressed

**3. Approval of Agenda**

**Motion: 2023-04-31**

That the Board Approves the agenda as presented.

Moved: A. Peden, Seconded: L. Boudreau

Approved

**4. Presentation of Draft Financial Statements for 2022 by Rebecca MacDonald of Pahapill and Associates**

**Motion: 2023-04-32**

That the board approves the Draft Financial Statements for 2022 as presented by Rebecca MacDonald of Pahapill and Associates.

Moved: J. Sawyer, Seconded: L. Boudreau

Approved

**5. Presentation of outline for Communication and Marketing Plans by R. Benard and C. Paul**

**6. Consent Agenda**

a. Adoption of

i. March 22, 2023 Minutes

b. Library Operations Report

i. March Operations Reports

c. Financial Reports

i. January 2023

ii. February 2023

iii. March 2023

**Motion: 2023-04-33**

That the board approve the consent agenda as presented.

Moved: J. Sawyer, Seconded: A. Peden

Approved

**7. Ongoing business:**

**a. Policies**

**i. In Progress:**

1. Naming Policy: no update

**b. PHARA partnership**

M. Sones reported that a letter of agreement has been shared between the two organizations. PHARA has agreed to cover all costs. Both organizations will share any media postings for approval of the other organization.

**c. Strategic Plan**

Update provided, M. Sones to share documents with board for comment.

**d. Board Assemblies**

J. Davis reported that he attended the board assembly meeting and shared information from the meeting with the board.

**Motion: 2023-04-34**

That the board appoint John Davis as the board representative at the Ontario Library Service Board Assemblies.

Moved: J. Sawyer, Seconded: L. Boudreau

**e. Library Service Review**

The External Affairs Committee will meet in the coming weeks to develop clear terms for a community driven service review that will review current library services as well as potential future library services.

**f. Summer Program Coordinator Position**

Library application to the Ontario Summer Experience program was successful.

**g. Motion to dissolve old library board committees and terms of reference**

**Motion: 2023-04-35**

That the board dissolve all committees with the exception of the newly formed Internal Affairs Committee, External Affairs Committee and Planning and Policy Committee.

Moved: J. Sawyer, Seconded: B. Boland

Approved

**8. New Business:**

- a. Approval of application for the Sarah Badgley Literacy Fund for Rural Ontario Children

The library would like to make some outdoor literacy games like giant scrabble and memory that can be used to promote the library and literacy at FunFest this summer and Friday story time in the park.

**Motion: 2023-04-36**

That the board directs the CEO to apply for the Sarah Badgley Literacy Fund for Rural Ontario Children for the acquisition of giant outdoor games to promote literacy.

Moved: A. Peden, Seconded: J. Sawyer

- b. Board Member Comments

Thank you to everyone for attending the Volunteer Appreciation in advance of tonight's meeting, thoughts and feedback on the event are appreciated.

Meeting Adjourned: 8:00 pm

Board Chair: \_\_\_\_\_  
David Villard

Date: \_\_\_\_\_

Secretary: \_\_\_\_\_  
Melissa Sones

Date: \_\_\_\_\_