



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on January 15, 2024 in the Library and online

Present	Matthew Benson Susan Reany-Iskra Nancy Rosaasen Caroline Goulding - CEO Angie Barton Karen Smith Catherine Kiewning
Regrets	Suzanne Lockyer
Guests	

1.0	Call to Order & Land Acknowledgement	The meeting was called to order by the Chair at 5:12 pm.	
2.0	Approval of the Previous Meeting Minutes	Motion 24-01 THAT the Dryden Public Library Board approve the minutes of the regular meeting of November 20, 2023, with updates of action items. Moved by S Reany Iskra; seconded by C Kiewning. APPROVED.	Carried forward action: C Goulding will create smudging procedures
3.0	Approval of the Agenda	Motion 24-02 THAT the Dryden Public Library Board approve the agenda as presented. Moved by C Kiewning; seconded by K Smith. APPROVED	
4.0	Delegations	None	
5.0	Declaration of Conflict of Interest	None declared.	
6.0	Reports	6.1 CEO Report ○ See attached	

		<ul style="list-style-type: none"> ○ It was recommended that next year the size of the budget that the student is expected to manage be outlined in the Young Canada Works application. ○ Verbal update regarding Digitization of the Dryden Observer: The first batch of scanned images has arrived. The scans are good quality, the OCR struggled with some of the fonts for headlines and advertising. The OCR is better with the newer editions that are less faded. ○ Verbal update regarding Ontario Public Library Monitoring, Accreditation, and Guidelines Council: C Goulding was nominated and acclaimed as Vice Chair. <p>6.2 Statistical Reports</p> <ul style="list-style-type: none"> ○ See attached <p>6.2.1 Annual Performance Measurement, Indicators, and Statistics Report</p> <ul style="list-style-type: none"> ○ See attached. ○ The Board discussed the report and made suggestions: <ul style="list-style-type: none"> ○ Fundraising for an increased hoopla budget ○ Offering programming during exam week for teens. ○ Importance of offering food as a part of teen programming ○ Meeting teens where they are (the high school), targeting programming to specific groups (“here’s what the Library can do for the RADish club etc.) ○ Seeking out a teen ambassador who could volunteer to run a booktok for the library ○ Using advertising dollars for social media marketing ○ Offering programming during Lil’ Bands. <p>6.3 Financial Report</p> <ul style="list-style-type: none"> ○ See attached ○ Board discussed the salaries and budget line ○ It is anticipated that the Library will be under spent in 2023. 	<p>Action: C Goulding to get updated deferred revenue list from C Pateman.</p> <p>Action: C Goulding to give C Pateman a list of revenue to defer for the year.</p>
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7.0	Decision Items	<p>7.1 Policy Approvals</p> <p>7.1.1 HR-04 Prevention of Discrimination, Harassment, and Workplace Violence. Only change to this policy was an update to the City policy referenced. The review date of the policy will not change.</p> <p>7.1.2 FN-05 Respect and Acknowledgement Declaration</p> <p>Motion 24-04 THAT the Dryden Public Library Board approve the updates to policies:</p>	Action: C Goulding to double check wording of 2.1.2 in the City Policy

		<ul style="list-style-type: none"> ○ HR-04 Prevention of Discrimination, Harassment and Workplace Violence, and ○ FN-05 Respect and Acknowledgement Declaration <p>Moved by K Smith; seconded by A Barton. APPROVED.</p>	
8.0	Advocacy	<p>8.1 City Chatter There may not be further City Chatter's for awhile as the Communication's Coordinator role is still unfilled.</p>	
9.0	Other Business	<ul style="list-style-type: none"> ○ M Benson discussed sending out a Board evaluation. This would be both a self evaluation and an evaluation of the work the Board has completed in its first year. ○ M Benson will update the Who Does What document. The Board could then approach Council about formalize the document into an agreement. 	<p>Action: M Benson and C Goulding will work on a Board evaluation and send it out. Action: M Benson to update the Who Does What document</p>
10.0	Information Items	<p>10.1 GN-03 Advocacy The Board discussed adding a statement under responsibilities regarding the maintenance of an Advocacy Plan.</p>	
11.0	Next Meeting	Tuesday, February 20, 2024 5:00 pm via Zoom/Hybrid	
12.0	Adjournment	Motion 24-05 THAT the Dryden Public Library Board adjourn at 6:25 pm. Moved S Reany Iskra. APPROVED.	