



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on March 18, 2024 in the Library

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

1.0	Call to Order & Land Acknowledgement	The meeting was called to order by the Chair at 5:10 pm.	
2.0	Approval of the Previous Meeting Minutes	<p>Motion 24-14 THAT the Dryden Public Library Board approve the minutes of the regular meeting of February 20, 2024 and the in-camera session of the same date, as presented. Moved by S Reany Iskra; seconded by A Barton. APPROVED.</p> <ul style="list-style-type: none"> • Reviewed action items; test smudge needed to be delayed and it will take place next month, Homeless training will also be purchased next month, Mayor Harrison has been away so the response letter will be crafted for his return. 	
3.0	Approval of the Agenda	<p>Motion 24-15 THAT the Dryden Public Library Board approve the agenda as amended. Moved by S Lockyer; seconded by A Barton. APPROVED</p>	
4.0	Delegations	None	
5.0	Declaration of Conflict of Interest	None declared.	

6.0	Reports	<p>6.1 CEO Report</p> <ul style="list-style-type: none"> ○ See attached ○ Board members were invited to the Observer launch on Thursday, March 21 at the Museum from 6-8. ○ Board members had questions regarding the new Community Coalition. ○ The Board would like to know when the Fire Safety Plan needs to be updated. ○ There was an incident with unattended children in the Library over March Break. C Goulding reviewed the policy statements with staff regarding unattended children and everyone's duty to report. <p>6.2 Statistical Reports</p> <ul style="list-style-type: none"> ○ See attached ○ Board would like to see changes to the graphs that are used. ○ Forest of Reading attendance was captured differently last year, the figures will be updated for this year to match. The Library visited more schools last year so the attendance figures will be lower this year. <p>6.3 Financial Report</p> <ul style="list-style-type: none"> ○ See attached <p>6.4 Health and Safety Reports</p> <ul style="list-style-type: none"> ○ See attached <p>6.5 Building Maintenance Project Report</p> <ul style="list-style-type: none"> ○ See attached <p>Motion 24-16 THAT the Dryden Public Library Board receive the following reports: CEO Report for March 2024 Statistical Report for February 2024 Financial Report for February 2024</p>	<p>Action: C Goulding to update the Board regarding the goals of the Community Coalition after the first meeting.</p> <p>C Goulding will contacted B Hron to ask when the plan needs to be reviewed.</p> <p>Action: C Goulding to present a couple different graph options to the Board at the next meeting.</p> <p>Action: C Goulding to add the Eagle Lake FN Contract G/L.</p>
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		<p>Health and Safety Report for February 2024 Building Maintenance for March 2024 Moved by N Rosaasen; seconded by S Lockyer. APPROVED.</p>	
7.0	Decision Items	<p>7.1 Policy Approvals 7.1.1 GN-03 Advocacy 7.1.2 GN-04 CEO Evaluation</p> <p>Motion 24-17 THAT the Dryden Public Library Board approve the updates to two policies as presented:</p> <ul style="list-style-type: none"> • GN-01 Policy Development, and • GN-04 CEO Evaluation <p>Moved by S Reany Iskra; seconded by N Rosaasen. APPROVED.</p>	
8.0	Advocacy	<p>8.1 City Chatter 8.1 Presentation to Council M Benson and C Goulding will be presenting the Library’s Annual Report to Council on April 8th.</p> <p>M Benson reviewed that people can donate to the Library online through Canada Helps. The Board discussed marketing ideas to advertise this fact.</p>	<p>Action: C Goulding to forward the calendar invitation to Board and Friends.</p> <p>Action: C Goulding to create a business card with QR that could be to promote donations.</p>
9.0	Other Business	<p>9.1 Social Return on Investment The Board discussed using a narrative framing and storytelling approach when presenting these figures. It was also suggested that we position these figures as money that our services are saving the taxpayer.</p> <p>9.2 Key Performance Indicators The Board discussed how these figures are used. The Board decided to move forward with the recommended Key Performance Indicators with two changes:</p> <ul style="list-style-type: none"> • Collection Age will be added 	<p>Action: C Goulding to update household figures and create a standardized</p>

		<ul style="list-style-type: none"> Active memberships per household will be determined. <p>9.3 Labour Relations or employee negotiations No update.</p>	method of recording addresses.
10.0	Information Items	<p>10.1 OP-01 Circulation C Goulding outlined proposed major policy changes. The Board discussed the changes and the policy will be updated for the next meeting to remove the restriction on movie access from student cards.</p> <p>10.2 OLS Boards Assembly An email from the Ontario Library Service regarding the upcoming Boards Assembly was shared.</p> <p>10.3 Chair Update Board members were generally in agreement on the items in the Board evaluation. One item members were unsure about where the job descriptions. M Benson shared that all the Library's job descriptions had been updated in 2022. C Goulding's performance review will be taking place Thursday, March 21 at noon.</p>	
11.0	Next Meeting	Monday, April 15, 2024 5:00 pm via Zoom/Hybrid	
12.0	Adjournment	Motion 24-18 THAT the Dryden Public Library Board adjourn at 6:35 pm. Moved A Barton. APPROVED.	