

*Minutes for Shelburne Public Library Board Meeting
Tuesday, January 18, 2022*

Present: Geoff Dunlop Shane Hall Mikal Archer \
 James Hodder Gail Little Margaret Mercer
 Patricia Clark Sharon Martin

Also Present: Rose Dotten, CEO/ Head Librarian

The participants met on-line through the Zoom platform due to the COVID-19 Pandemic.

The Chair, Geoff Dunlop, called the meeting to order at 7:00 P.M. and stated some guidelines for the meeting.

Participants were to mute themselves when not speaking. Rose/Geoff to stay unmuted to recognize members.

Participants were to raise their hands to ask questions or comment and wait to be recognized.

Participants were to raise their hands to vote on motions.

Reading of Land Acknowledgement:

“We would like to acknowledge the traditional territory of the Anishinaabe including the Ojibway, Potawatomi and Chippewa and the People of the Three Fires Confederacy.”

Motion 01-22 S. Hall, S. Martin

In accordance with a previous motion approved by the SPL Board that members can participate in a virtual meeting;

Be it resolved that the Board now hold a virtual meeting for all board members not able to be physically present due to COVID-19 restrictions.

Carried

Motion 02-22 M. Archer, M. Mercer

Be it resolved that we approve the Agenda of the January 18, 2022, meeting.

Carried

Motion 03-22 P. Clark, G. Little

Be it resolved that we approve the minutes of the board meeting dated December 21, 2021.

Carried

Motion 04-22 S. Martin, S. Hall

Be it resolved that we approve the Accounts Payable Register for December, 2021, with invoices and payments in the amount of \$35,080.54.

Carried

CEO/ Head Librarian's Report:

- **Statistics—Including Social Media and e-resources**

Since we are using both curbside and in-house systems and e-resources, we have developed a different format for reporting our statistics. Attached is a summary of the Monthly Statistics for December, 2021. Our circulation statistics are steadily increasing and include both in-library and curbside circulation.

As seen in the statistics presented, we have an extensive email list (approximately 2,500) of our adult Newsletter and Rose consistently has the Newspaper article in the Shelburne Free Press... thanks to their support.

- **Programming**

- **Children's Programming**

Our children's programming continues with Story time and crafts on Friday morning. The craft materials for the month are available for families to be picked up curbside along with their books. We also post new Lego Challenges for children every Wednesday and encourage interaction through social media. On Thursday nights, we have Sleepy Story time.

- **Teen Programming**

For the Teens, we have had a weekly Make and Take Video and craft supplies to make the craft. The "Craft Supply" bags are also distributed monthly and include all the supplies necessary to make the crafts.

NEW – January 2022 – We started a new program called *Booking It* which features a weekly book club and crafts for our Tweens and Teens. We're excited to welcome 20 registrants already and are hoping for more.

- **Adult Programming** – Rose and Jade are working on some plans for the New Year which may include an adult Zoom book Club. This would be an extension of Rose's Book Club which has been curtailed because of Covid issues.

Business

- **Ongoing Library Protocols -**

As of Wednesday, January 5, 2022, we returned to porch pick-up of materials as per the new guidelines from the Province of Ontario. We are keeping very close attention to any changes so that we can re-open for browsing.

Motion 05-22

P. Clark, J. Hodder

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

Be it further resolved that the SPL Board approve the recommendation to continue and maintain current staffing as modified by the CEO;

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on February 15, 2022.

Carried

- **In Camera session – Not required**

Motion 06-22 M. Archer, M. Mercer

That we now adjourn at 7:24 p.m., to meet again February 15, 2022, at 7 pm., or at call of the Chair.

Carried