

West Grey Public Library Board

Mission Statement: The West Grey Library offers resources and services inclusive for all.

Agenda

February 14, 2024, 6pm

Join Zoom Meeting

<https://zoom.us/j/92514159344>

Meeting ID: 925 1415 9344

Dial by your location

- +1 647 558 0588 Canada

1. Call to Order

2. Approval of the Agenda

Moved by and seconded by THAT the West Grey Library Board approves the agenda as presented.

3. Declarations of Interest

4. Board Training

4.1 Please bring in binders in the next week so they can be updated and ready for the March meeting.

5. Minutes of December 13, 2023

Moved by and seconded by THAT the West Grey Library Board minutes of December 13, 2023, be approved as presented.

6. Business arising from the minutes

6.1 OLA Super Conference update

West Grey Public Library Board

Mission Statement: The West Grey Library offers resources and services inclusive for all.

6.2. Information regarding West Grey members at surrounding libraires.

7. Board information package

7.1 N/A

8. Chief Librarian's report

Moved by and seconded by THAT the West Grey Library Board accepts the Chief Librarian's report as presented.

9. Policy review and updates

9.1. N/A

10. Report from Board and Council members'

11. Other business

12. Open Discussion

13. Next Meeting

Wednesday March 13, 2024, 6pm to be held at the Durham Branch.

14. Adjournment

West Grey Public Library Board Minutes

January 10, 2024
West Grey Public Library – Virtual

Present: Malcolm Beddoe, Scott Foerster, Geoffrey Shea, Stephen Townsend, Doug Townsend, Yvonne Pelletier, Samantha Mund

Regrets: none

1. Call to Order

The Chair called the meeting to order at 6:00 pm.

2. Agenda

Moved by Scott Foerster and seconded by Yvonne Pelletier THAT the West Grey Library Board approve the agenda as presented.

Carried.

3. Declaration of Interest

It is recorded that there were no declarations of pecuniary or conflict of interest or the general nature thereof.

4. Board Training

4.1. Board self-evaluation review. Most have been received.
Recommendation that it be conducted annually.

5. Minutes of December 13, 2023

Moved by Samantha Mund and seconded by Stephen Townsend THAT the West Grey Library Board minutes of December 13,

West Grey Public Library Board Minutes

January 10, 2024
West Grey Public Library – Virtual

2023, be approved as presented.

Carried.

6. Business arising from the minutes.

6.1 Two Board members to attend the OLA Super Conference,
Saturday

7. Board information package: correspondence, Treasurer's report, committee reports

7.1. Treasurer's Report [Dec 14]

7.2 BDO Auditor's Report – no questions

Moved by Yvonne Pelletier and seconded by Doug Townsend
THAT the West Grey Library Board accept BDO Auditor's report
as presented.

Carried.

8. Chief Librarian's report

Moved by Samantha Mund and seconded by Stephen Townsend
THAT the West Grey Library Board accept the Chief Librarian's
report as presented.

Carried.

9. Policy review and updates

None

West Grey Public Library Board Minutes

January 10, 2024
West Grey Public Library – Virtual

10. Call for nominations for 2024 Board Chair

- 10.1 Malcolm Beddoes nominated and accepted nomination
CEO assumed chair to call for further nominations

11. Election of 2024 Board Chair

- 11.1 Malcolm Beddoes acclaimed as Board Chair
discussion re: maximum tenure (2 terms) followed by minimum one-year gap before further service; to be developed into policy

12. Report from Board and Council Members

13. Other Business.

- 11.1 Neighbourhood canvassing by Board members discussed.
- 11.2 CEO directed to gather statistics, including cost per person of current contract, and cost per person information from neighbouring areas: Southgate, Bruce, Hanover, Wellington for further discussion

14. Open Discussion

- 14.1 Comments from Board member: Ayton Branch Saturday opening successful in terms of attendance statistics
- 14.2 Increase in new cards: over 400 new members in 2023
- 14.3 CEO informed Board of staff changes

West Grey Public Library Board Minutes

January 10, 2024
West Grey Public Library – Virtual

14.4 Board member advised that the value of programs be demonstrated, including innovation, spirit-building, statistics (attendance, circulation, new patrons)

15. Next Meeting – Wednesday, February 14, 6pm start – virtual

16. Adjournment

Motion to adjourn at 6:57pm by Geoffrey Shea

DRAFT

Chair: _____ Date: _____

Chief Librarian/CEO Report
FEB 14, 2024

1. Operational updates

Child & Youth Programming – Kayla

From fancy tea parties and explosive science clubs to sweet toddler Storytime's and intense Mario Kart races, we are offering the kids in our communities lots of opportunities to learn, grow, and make new friends! Over 200 kids and their parents have attended our programs in January 2024, and we look forward to offering exciting programs for the rest of the year!

Adult Programming – Kimm

The library's jigsaw puzzle contest fundraiser went very well, with 9 teams competing on Saturday, Jan 27. The first pop-up program in Neustadt at Hillside Manor was also a resounding success, with 12 seniors and their visitors completing a needle-felted snowman. And plans are afoot for both a trivia night fundraiser and young-adult (18-24 years) book club and for Ayton, in March and April, respectively. Approximately 162 adults took part in January's programs and events.

2. Staff

We welcomed Jennie-Mae and Agnes to the role of Library Assistant. The posting for the Summer Children's Assistant has been posted.

3. Buildings

Ayton Branch.

Gathering quotes for accessible doors.

Neustadt Branch.

Front window has been installed.

Durham Branch.

Chief Librarian/CEO Report
FEB 14, 2024

4. Administration

Battery Recycling

Battery collection is available at all branches and has been very successful. Raw Materials Company notes that all batteries are recycled and reused, and no materials enter the landfill. We started this partnership in 2022, and collected 204lbs of batteries, in 2023 we collected 128lbs.

Year in Review

Completed and included in Board package for review.

WEST GREY PUBLIC LIBRARY 2023



21,085

Total Branch Visits



57,337

Total Circulation (Physical & Digital)



1,193

Public Computer Usage



1,716

In-Branch Wifi Usage



444

New Library Members

"I love the Libby App. I listen to audiobooks - it's so convenient!"

Patron Comments

"You have so many great programs!"



39,076

Digital Impressions
(Website visits, followers)

7,219



Total Program Attendees

262

Kids Programs

Participants

4,548

390

Adult Programs

Participants

2,671

Thank you for the generous donations and fundraising by the Friends of the Library, and thank you to all those who participated in this year's fundraising!