

**West Grey Public Library Board**

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

**Join Zoom Meeting**

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

**Meeting ID: 925 1415 9344**

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**Agenda**

January 8, 2025 6pm

1. Call to Order
2. Approval of the agenda
  - 2.1. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ THAT the West Grey Library Board approves the agenda as presented.
3. Declarations of pecuniary interest
4. Correspondence  
n/a
5. Minutes
  - 5.1. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ THAT the West Grey Library Board minutes of November 13, 2024, be approved as presented.
6. Business arising from the minutes.
  - 6.1. Board fundraising update
  - 6.2. MoU clarification
7. Chief Librarian's report
8. Report from Board and Council members.
9. Other business
10. Closed session  
THAT the board now moves into closed session to consider:
  - 10.1. Minutes of the closed session of October 9, 2024.
  - 10.2. Minutes of the closed session of November 13, 2024.
  - 10.3. One matter pursuant to section 16.1 (4) (b) of the Public Libraries Act, regarding personal matters about identifiable individuals
11. Report from closed session

## **West Grey Public Library Board**

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

12. Open Board Discussion

13. Next Meeting - Wednesday February 12, 2025, 6pm to be held on ZOOM.

14. Adjournment

## West Grey Public Library Board Minutes

November 13, 2024  
Durham Branch

Present: Scott Foerster, Doug Townsend, Samantha Mund,  
Yvonne Pelletier, Stephen Townsend (Vice-Chair)

Regrets: Malcolm Beddoe (Chair)

Acting Chair: Stephen Townsend (Vice-Chair)

### 1. Call to Order

Vice-Chair Stephen Townsend called the meeting to order at 6:01 pm.

### 2. Agenda

Moved by Samantha Mund  
Seconded by Yvonne Pelletier  
That the agenda be approved as amended.  
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. Correspondence

- 4.1 letter from Geoffrey Shea, Board and Council member
- 4.2 letter of concern

## West Grey Public Library Board Minutes

November 13, 2024  
Durham Branch

Moved by Stephen Townsend

Seconded by Samantha Mund

THAT the West Grey Library Board move into closed session at 6:06 pm to consider:

A matter pursuant to section 16.1 (4) (b) of the Public Libraries Act, personal matters about an identifiable individual or individuals.  
Carried.

Moved by Yvonne Pelletier

Seconded by Doug Townsend

THAT the West Grey Library Board returns to open session at 6:30 pm.  
Carried.

(Vice-Chair Stephen Townsend confirmed that West Grey Library Board only discussed information related to an identifiable individual or individuals and gave direction to staff.)

### 5. Report from closed session

Moved by Doug Townsend

Seconded by Yvonne Pelletier

THAT the West Grey Library Board responds to the individual with reference to relevant policies

Carried

## West Grey Public Library Board Minutes

November 13, 2024  
Durham Branch

Moved by Yvonne Pelletier

Seconded by Samantha Mund

THAT the West Grey Library Board accepts the resignation of Geoffrey Shea.

Carried.

### 6. Adoption of Minutes

Moved by Doug Townsend

Seconded by Yvonne Pelletier

THAT the minutes of October 9, 2024, be adopted.

Carried.

### 7. Business arising from the minutes.

None

### 8. Chief Librarian's report

The Chief Librarian provided an overview of the report.

Moved by Doug Townsend

Seconded by Yvonne Pelletier

THAT the Chief Librarian's report be accepted as presented.

Carried.

### 9. Report from Board and Council Members

Discussion of elements of budget presentation

## West Grey Public Library Board Minutes

November 13, 2024  
Durham Branch

### 10. Other Business

#### 10.1 Capital draft budget 2025

The Chief Librarian provided an overview of the capital budget.

**Moved by Samantha Mund**

**Seconded by Yvonne Pelletier**

**THAT the 2025 capital draft budget be approved as presented.**

**Carried.**

#### 10.2 Fundraising

A discussion regarding fundraising by the Library occurred, with more to follow.

Action: The CEO will include an agenda item "Board Fundraising Update" to the monthly meeting agenda; specifically, to update on donation status.

#### 10.3 MoU Update

The CEO will seek clarification of status from Municipality

## West Grey Public Library Board Minutes

November 13, 2024  
Durham Branch

### 10.4 December Board meeting

The December meeting is scheduled for Wednesday, December 11, 2024, pending outcome of Council's budget deliberations.

### 11. Open Board Discussion

None

### 12. Next Meeting

Wednesday, December 11, 2024, 6pm to be held at Durham Branch (should it be needed).

### 13. Adjournment

Samantha Mund adjourned the meeting at 7:50pm



Vice-Chair Stephen Townsend

Chief Librarian/CEO Report  
January 8, 2024

## 1. Administration

### ***Important Updates:***

Building updates to Ayton were not completed in 2024. Capital budget has been forwarded to the 2025 budget. Problems finding contractor to install.

## 2. Operational updates

### ***News:***

Kim McArthur's last day will be Jan 7<sup>th</sup>. Will post this position. New Library Assistant position (as in budget) has been posted.

### **Child & Youth – Kayla**

#### ***Raising awareness:***

- 110 people at 19 programs for children and youth in December.,
- Storytimes
- Homeschool group

#### ***Innovative programs:***

- Festive cookie decorating night at all branches
- New educational LEGO kits
- Literacy toys added to our increasingly popular game collection