



# TOWNSHIP OF GEORGIAN BAY PUBLIC LIBRARY BOARD

C/O Box 220, Honey Harbour, ON P0E 1E0

## Minutes

For the regular meeting on Monday, March 9<sup>th</sup>, 2020 at the MacTier Public Library at 5:00 p.m.

Present: Susan Stokes  
Caroline Axiak  
Margarete Cameron  
Judy Leadbetter  
Maureen Cooper (by phone)  
Tracey Fitchett (CEO)  
Susan McGibbon (by phone)  
Bonnie Blanchard (by phone)  
Stephen Jarvis  
Allan Hazelton

### MEETING:

1. The meeting was called to order at 5:02 p.m.
2. Conflict of Interest Disclosure: **None**
3. Agenda Approval  
**Motion 20:01**  
To approve the agenda for the regular meeting of January 13<sup>th</sup>, 2020, as presented.  
  
**Moved by:** Linda Shannon  
**Seconded by:** Caroline Axiak  
**Results:** Carried
4. Approve the minutes from the regular meeting of November 27<sup>th</sup>, 2019.  
**Motion 20:02**  
To approve the minutes of the regular meeting of November 27<sup>th</sup>, 2019 as presented.  
  
**Moved by:** Caroline Axiak  
**Seconded by:** Linda Shannon  
**Results:** Carried
5. Delegations
  - 1) Nadine Triemstra, Clerk II at the MacTier Public Library, spoke to the board about having an Indigenous Book Display within the MacTier Library. A patron of the library approached Nadine about this. He is a member of Ignite- The Spirit of Education Foundation Inc, This non-profit organization helps to improve the literacy levels of First Nation/Metis/Inuit Communities in Ontario. They have offered to provide a two sided, wooden book display to the library, along with books that are largely by Indigenous authors. The purpose is to raise the Indigenous profile in learning centres/libraries/public and professional offices with books about indigenous literature, culture, history, language and tradition. All they are looking for

is a letter that states that the library will accept the display and promote the reading materials.

Ignite also requested a letter of support from Moose Deer Point First Nations. Nadine has spoken with them and it will be presented to their council shortly. There is no cost to the library. We do have several books within the branch that are indigenous based so they will be added to the display of books that Ignite donates.

**Motion 20:03**

To support Ignite- The Spirit of Education Foundation Inc., to place an indigenous display into the MacTier Public Library with no expense to the library.

**Moved by:** Linda Shannon

**Seconded by:** Caroline Axiak

**Results:** Carried

**6. Finance, Administration & Legal:**

**a) CEO Report**

The CEO report was distributed by email prior to the meeting. A copy of the circulation stats was also circulated. Our year end circulation was up by 3,091 from 2018. This represents a 12% increase in circulation overall.

**b) Financial Update:**

- A copy of the cheque register was emailed out to the board members prior to the meeting.
- A copy of the Financial statement was emailed out prior to the board meeting.

**c) Council Rep Report**

The meeting at the Township ran very late so neither Councillor was able to attend the board meeting this evening.

**7. Previous Business:**

**a) 2020 Board Meeting Schedule**

The board discussed the dates for 2020 board meetings. The following dates have been selected:

<u>Date</u>	<u>Day</u>	<u>Meeting Location</u>
February 10 <sup>th</sup> , 2020	Monday	Honey Harbour Public Library
March 9 <sup>th</sup> , 2020	Monday	MacTier Public Library
April 14 <sup>th</sup> , 2020	Tuesday	Honey Harbour Public Library
May 11 <sup>th</sup> , 2020	Monday	MacTier Public Library
June 8 <sup>th</sup> , 2020	Monday	Honey Harbour Public Library
September 14 <sup>th</sup> , 2020	Monday	MacTier Public Library
October 13 <sup>th</sup> , 2020	Tuesday	Honey Harbour Public Library
November 9 <sup>th</sup> , 2020	Monday	MacTier Public Library

The board members will be asked to select which month they would like to provide snacks for. Margarete Cameron will be looking after the snacks for the March meeting.

**b) School Move Update**

Tracey sent an email to Jennifer Schnier recently to find out if there is a tentative date yet for the Honey Harbour library moving to the school. We know that it is around the March break but no exact date. Staff will need to be scheduled and packing will have to happen prior to the shelves being removed and relocated to the school. Jennifer was going to contact the person in charge of the renovations to try to get a date. We have started to pack the materials and supplies that will not be needed in the short term in preparation for the move. We are weeding the shelves and are selling off discarded books for \$5.00 per bag. The fewer books that we have to move the better.

**8. New or Other Business:**

**a) Survey**

The library put out a survey to find out what people think about the move of the library in Port Severn and the Honey Harbour library move to the school. The completed survey analysis was emailed to the board. There was a discussion about the results. The comments that were provided by those who completed the surveys was excellent.

The response rate was 26% which is much higher than the average for responses on a survey. Susan McGibbon suggested that we do a survey in the summer in order to capture input from our summer patrons since that is when we are busiest. She also suggested that we may want record the postal codes from patrons who use the library. This information may be used for analytical purposes at some point.

**b) Port Severn Public Library**

The space that the Port Severn branch is in is too small and we have received many complaints about it. Patrons have stopped coming to the branch and we need to find a solution to the this. Susan Stokes has been speaking to the Township and to the Councillors about moving the library back into the lobby of the Community Services Building. The Bressette House is not a viable, long term option for the library.

The Township staff brought the recommendation to Council on January 13<sup>th</sup>, and the Councillors and the Mayor agreed that it should be moved back into the lobby. No date has been given yet it will be moved back.

**9. Closed Session: None**

**10. Adjournment**

**Motion 20:04**

To adjourn the regular meeting of Monday, January 13<sup>th</sup>, 2020 at 6:21p.m.

**Moved by:** Caroline Axiak

**Seconded by:** Linda Shannon

**Results:** Carried

**Next meeting will held on Monday, February 10<sup>th</sup>, 2020 at 5:00 p.m. at the Honey Harbour Public Library.**

\_\_\_\_\_  
**Chair**

As Presented: \_\_\_\_\_

As Amended: \_\_\_\_\_

**CEO**

**Date:** \_\_\_\_\_