

MINUTES

PRESCOTT PUBLIC LIBRARY REGULAR BOARD MEETING APRIL 14TH, 2025 AT 4:30PM AT THE PRESCOTT PUBLIC LIBRARY

ATTENDEES:

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|------------------|---------------------|
| Patricia Lemaire | Board Chair |
| Elaine McCurdie | Secretary |
| Anne Gillard | Chief Librarian/CEO |
| Terry C. Annas | Member |
| Anthony Vachon | Member |

REGRETS:

| | |
|---------------|-----------------------------|
| Peggy Arcand | Treasurer |
| Randy Pelehos | Member |
| Leanne Burton | Town Council Representative |

CALL TO ORDER:

The Chair/Pat Lemaire called the meeting to order at 4:32pm since most members available were all in attendance.

RESPECT & ACKNOWLEDGE DECLARATION:

“We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee (St. Lawrence Iroquois), Huron-Wendat, Oneida, Anishinaabe, and Mohawk People”.

DECLARATION OF A CONFLICT OF INTEREST: There was no conflict of interest from any of the Board Members in attendance.

APPROVAL OF AGENDA:

Change of date to be made in the section of APPROVAL OF PREVIOUS BOARD MEETING MINUTES from January 21, 2025 to February 18, 2025 and **it was MOVED by Anthony Vachon and SECONDED by Elaine McCurdie. CARRIED.**

APPROVAL OF PREVIOUS MEETING MINUTES OF November 12, 2024:

As there were no changes to be made, **it was MOVED by Terry Annas and SECONDED by Anne Gillard. CARRIED**

BUSINESS ARISING FROM THE MINUTES OF January 21st, 2025:

- **Review Policy Manual – PERSONNEL section PER-06 to PER-10:** Will attempt to review this evening after all other regular meeting topics have been covered.
- **Sewing Machines** – Terry discussed that the donation of the sewing machines will be dealt with at a later date.

NEW BUSINESS:

- Discussion about Quilts (full & lap) to be donated to (to name a few)
 - o Bonnie at the Foodbank
 - o Hospital
 - o Linus Project
 - o Seniors Homes
- Hunger Initiative – April 30th from 1:30 – 3:30
- Nerd night – Volunteer led initiative; Nutrition program
 - o Justin and Gauri came in and questioned Anne
- See if Veronica will do a human interest story about the Library and the positive effect it's having in the Community, which can be ongoing
- The Town has denied us information necessary for 2 grants
- There was mention contacting The Fishwrapper to see if they'll do a small article about some of our Arts and Programs.
- Kids – Early On
 - o Massage with Dads
 - o Kinder
 - o Shakespeare
- New stuff
 - o Poetry – Thursdays
 - o Early On – Thursday & Friday
 - o Journaling – Wednesday

CORRESPONDENCE/COMMUNICATIONS:

- Email from Matthew today about the budget to be passed on the 22; no talk about pay equity.

TREASURER'S REPORT:

- Account is \$9,853.44 as of 14APR2025.

CHIEF EXECUTIVE OFFICER'S REPORT:

Anne Gillard highlighted the following in her report and/or verbally:

- Annual report was completed and submitted on Thursday, April 3, 2025
- For the 3rd year in a row, we're seeing an increase of at least 10% in most categories (new cardholders, increase in titles, programming, etc.)
- March Break wen off very well, additional programming was well attended
- 200+ hotdogs were served; 16 new members; received \$350.00 towards our food insecurity
- Mother's Day craft day – planned for May 3rd, 11-1pm – Nick
- Library will be closed for Easter weekend – Thursday April 17th at 7pm through to Tuesday April 22nd at 10am
- Tariffs on books – we're looking at a potential increase of 25-40%. This will significantly change our book purchase (at this time we have approximately \$9,000 received/on order for this year). Whitehots 30% discount – books to September
- No updates on pay equity from Matthew
- Matthew hopes the budget will be passed on April 22, 2025. The amount is not known (last year, they changed our final amount and this may happen again this year)

- Train show will be donating some funds to the Library
- Newsletter – emailed to all but spammed. Will find a safe sender domain. Looking at Brevo – cloud in Canada but we have no website. OnServe – reverted to Matthew
- Anne participating in Rebranding for the Town
- Little Libraries – Perth
- Anne to send out an invite to Steve Clark for him to come in to talk to Anne

ANY OTHER BUSINESS:

- We need to work on a Memorandum of Understanding
- Anne to send OLS link
 - o each Board Member is to choose 3
 - o go to a vote at the next meeting and any suggestions
- Review of PERSONNEL Policies 6 - 10 put off to next meeting as time running out

DATE & TIME OF NEXT MEETING:

May 12th, 2025 – 4:30pm

ADJOURNAMENT: 6:15pm