



# Midland Public Library

Board Meeting Minutes  
Thursday, 22 August @ 7pm

Location: Midland Public Library – 3<sup>rd</sup> Floor Boardroom

**Present** R. Bald, L. Cascagnette, C. Curlette, B. Kettle, B. Gorski  
**Regrets** C. McKay, P. Pantling,  
**Staff** C. Bergstrom, CEO

## 1. Call to Order

The Board Chair, B. Kettle, called the meeting to order at 7:03pm.

## 2. Declaration of Pecuniary Interest

None

## 3. Approval of the Agenda, with the postponement of the PD section.

**Motion to approve to the August 2019 Board meeting agenda**

**Moved by:** C. Curlette

**Seconded by:** B. Gorski

**Carried**

## 4. Approval of the June 2019 Board Meeting Minutes

**Motion to approve to the June 2019 Board meeting minutes**

**Moved by:** R. Bald

**Seconded by:** L. Cascagnette

**Carried**

## 5. Correspondence

C. Bergstrom updated the Board about the visit from Minister Tassi, Minister of Seniors for the Federal Government.

## 6. Security Update

C. Bergstrom provided an update about security and incidents in and around the Library. At this time, there seemed to be no major concerns, and the security guards are very effective in their monitoring of the library and surrounding area.

C. Bergstrom noted that as the Library approaches 2 years of security service, that it would serve MPL well to send out another RFQ for security services to ensure that MPL is getting the best possible service and using the funds wisely.



**Motion to approve the CEO moving forward with creating and sending out an RFQ for MPL security services.**

**Moved by:** R. Bald

**Seconded by:** B. Kettle

**Carried**

**7. Board Continuing Education**

Postponed

**8. CEO Report**

C. Bergstrom discussed the previously supplied CEO report.

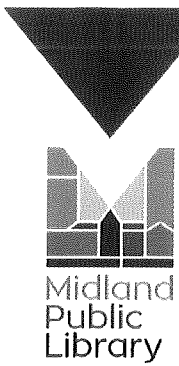
C. Bergstrom also updated the Board about the Summer Reading Program. This year the program was fully revamped by our new Children's Services Coordinator. The feedback from the Community has been overwhelmingly positive, with approximately 2,000 books read (and fully reported on to staff) and 300 people in attendance at the wrap-up party. This was the most successful year of the SRP to date at MPL.

C. Bergstrom informed the Board that the formal request for an accreditation assessment has been submitted.

**9. New Business**

**a. Interlibrary Loan Service**

C. Bergstrom provided the Board with an update on the Interlibrary Loan Service. While the costs must be covered directly by libraries participating in the service, we'd like to restore our participation in the service, on a trial basis, starting September 1<sup>st</sup>, 2019. This restored service will include more limitations on the service, and unfortunately will not be able to service external book clubs at this time. The staff will closely monitor the service and costs, and should it become cost prohibitive for the remainder of the year, it will be cancelled. We are working on estimating costs for operation of the service in 2020 and will be including it in the 2020 Draft Operating Budget. This is the direct result of the Province downloading costs to municipalities.



**b. New App**

C. Bergstrom showed the Board members the new smart phone app for the Midland Public Library that will be going live in the fall to the public. This app was created through the library's involvement with the Simcoe County Library Cooperative. Bergstrom praised the work of the Simcoe County Library and the Cooperative as a group. This new app will modernize customer service and patron interactions with our collections and their own account.

**10. Report of Board Committees**

**a. Finance Committee**

C. Bergstrom discussed the previously supplied finance committee report. She reminded the board that the Finance Committee will be bringing the draft 2020 Operating Budget to them in the fall, as the Town hopes to have the 2020 budget approved before the end of the year.

**Motion to approve the June 2019 Operating Financial Statement**

**Moved by:** R. Bald

**Seconded by:** C. Curlette

**Carried**

**Motion to approve the July 2019 Operating Financial Statement**

**Moved by:** B. Gorski

**Seconded by:** R. Bald

**Carried**

**b. Policy Committee**

- Policy & Conditions of Employment Manual

**Motion to approve the updated 'Policies & Conditions of Employment' Manual**

**Moved by:** R. Bald

**Seconded by:** C. Curlette

**Carried**



### **c. Fundraising Committee**

B. Kettle introduced the new potential "Love Your Library" Campaign. The Board thanked Ms. Kettle for her hard work on this new initiative and was excited to see it come to fruition.

#### **Motion to approve the Fundraising Committee moving forward with the "Love Your Library" Campaign**

**Moved by:** C. Curlette  
**Seconded by:** L. Cascagnette  
**Carried**

R. Bald updated the Board about the sponsorship initiatives coming in the next few months. C. McKay, as the Chair of the Sponsorship Working Group, will be coordinating those efforts. R. Bald is the Chair of the Fundraising Committee. B. Gorski has volunteered to assist with the efforts of the Sponsorship Working Group in their next phase.

R. Bald explained that when sitting on a Board, it's normally expected that board members do donate in some fashion to the efforts of the board. "Donating begins at home" whether it be volunteering, donating items, or providing financial support.

### **d. Assessment & Development Committee**

Nothing to report at this time.

#### **11. Next Meeting**

Date: September 19<sup>th</sup>, 2019 - 3<sup>rd</sup> floor boardroom  
Time: 7:00pm

#### **12. Adjournment**

**Motion to adjourn at 8:02pm**  
**Moved by:** B. Gorski

**Signed:**

B. Kettle  
B. Kettle, Chair

C. Bergstrom  
C. Bergstrom, CEO & Secretary

Date: Oct. 17, 2019