

Ponoka Jubilee Library Board Minutes

May 20, 2021



Location: Zoom

Present: Current Board Members: Jeff Ramage [Chair], Laeta Morskate [Secretary], Sharon Rowland [Treasurer], Kathleen Terry, Alana Cissell, Shelagh Hagemann [Members at large], Kevin Ferguson [Town of Ponoka representative].

Library Manager: Dan Galway

Regrets:

Theresa Therriault,

Unnamed [County of Ponoka representative]

Public Present:

1.0 Call to Order 6:39 pm

1.1 Treaty and Land Acknowledgement

1.2 Adoption of Agenda

Motion: to adopt the Agenda by Sharon Rowland . Carried.

1.3 Reading and adoption of April 15, 2021 minutes.

Motion: to adopt the Minutes as circulated by Kathleen Terry. Carried.

1.4 Review of Team Norms

1.4.1 Reflective discussion around the following team norms: “Sharing an overarching purpose to deliver the Plan of Service” and “We are present, mindful, and engaged”.

1.4.2 The current Plan of Service will be reviewed during our June 17 meeting.

2.0 Finance

2.1 Financial Report for April 2021

2.1.1 Operating grant from the Town of Ponoka is received.

2.1.2 Operating grant from the County is forthcoming.

Motion: to adopt the Financial Report for April 2021 as presented by Shelagh Hagemann. Carried.

3.0 Librarian’s Report

3.1 Statistics

3.1.1 Circulation slightly up

3.1.2 Social media counts remain strong

3.1.3 Number of Craft Packages produced is down this month.

3.1.4 Video- and Kit Participation remain strong

3.2 Operations

3.2.1 Ponoka County Council has approved the operating grant request.

3.2.2 Curbside pickup has remained steady.

- 3.2.3 Dr. Nis Schmidt has procured a work of art for the Library as part of his contribution to the memory of his late wife.
- 3.2.4 The Town of Ponoka has donated \$1000 in support of some collaborative initiatives between the Library and the Town. Earth Day and National Indigenous Peoples' Day projects will be supported.
- 3.2.5 In collaboration with Prairie Creative Co. (Austin Lutz), P JL will make a "commercial" for the Library, highlighting services and programs offered. This collaboration is offered to the Library free of cost.

3.3 Collections

- 3.3.1 Subscriptions for the year have been renewed, with some changes in titles.
- 3.3.2 A number of LGBTQ2S titles that are representative of a diverse variety of lifestyles have been ordered for the kids' section.
- 3.3.3 A representative from The Neighbourhood Place (Andrea Ramage) has offered a donation of board games to the library. The intent is to use 75% of these games for circulation and hold back the remaining 25% for a revamped Board Game Cafe program.

3.4 Programming

- 3.4.1 Presentation of Programmers Reports.
- 3.4.2 Interviews for Summer Reading Club have been conducted. Successful candidates will be contacted after reference checks have been completed
- 3.4.3 Both Canada Summer Jobs grant and Young Canada Works have confirmed funding for two positions each. This year CSJ grant will be accepted and YCW will be declined since there is no need for four positions.

4.0 Reports

- 4.1 Town of Ponoka Report (Kevin Ferguson)
 - 4.1.1 Attended a PRL executive meeting on April 22.
- 4.2 Art Committee Report (Kathleen Terry)
 - 4.2.1 Call for donation to establish a permanent Art Collection is out since April 1 and will remain open.
 - 4.2.2 A donation of a work of art was made and accepted.
 - 4.2.3 Members of the Art Committee will use their network to extend the reach of this call.
- 4.3 HR Committee (Jeff Ramage).
 - 4.3.1 Questions concerning appointment of board members remain unanswered by the Town of Ponoka representative.
 - 4.3.2 Board members with terms ending in November are Theresa Therriault and Laeta Morskate.

5.0 New Business

- 5.1 Request for Approval of P JL Financial Statement of 2020
 - 5.1.1 An error in the Financial Statement requires correction. A meeting with the accountant will be booked.
 - 5.1.2 Approval of the P JL Financial Statement for 2020 will be tabled until the June 17 board meeting.

Next Meeting Date: June 17 , 2021 at 6:30 pm

Motion: to adjourn at 7:42 pm by Laeta Morskate. Carried.

Next meeting the Plan of Service will be reviewed.