SOUTH ALGONQUIN PUBLIC LIBRARY (SAPL)
REGULAR MEETING OF THE BOARD
March 15th 2022 **7 pm**
AGENDA

1. Land Acknowledgement: We acknowledge that we are gathered on the unceded traditional territory of the Omaamiwininii Anishinaabeg (the Algonquin people). We acknowledge that the Algonquin people have been stewards of this land since time immemorial and as such we treat the land, its plants, animals, stories and people with honour and respect. Today, this land is home to Indigenous people from across Turtle Island, as well as many non-Indigenous peoples, and we acknowledge the shared opportunity to live and work within this beautiful territory. All my relations. Chi-miigwetch.
2. Call to Order
3. Approval of Agenda
4. Approval of Minutes: February 15th 2022
5. Report of the Chairperson:
6. Business Arising from the Minutes
   6.1. Budget
   6.2. Whitney HVac
   6.3. Fridge Magnets
   6.4. OTF
7. New Business:
   7.1 Service hours
8. Reports
   8.1. Finance: Approval of Outstanding Accounts
   8.2. Librarian's Reports
   8.3. Council Report
9. Governance
   9.1. Policy: Motion to adopt all Township Human Resource and Health and Safety policies.
   9.2. Strategic Planning/Strategic Doing:
10. Programming:
    10.1 Author/Book Talks: Kevin Callan Speaking Tour - April 2022 Adam Shoalts - Fall 2022. Both in person events with the option of being virtual if needed.
    10.2 Frank Kuiack Documentary screening, still waiting for contact from the producer.
    10.3 MArch Break Magic Show
    10.4 TD Summer Reading/Story Walk

11. Correspondence:
12. Any Other Business
13. In Camera / Out of Camera
14. Next meeting: April 19 2022
15. Adjournment

Township of South Algonquin Public Library
Minutes of the Meeting Held
February 15th, 2022 7:00pm Virtual Zoom Meeting

Present: Elaine Hare, Councillor Dave Harper, Jeff Bowman, Rose Jessup, Carol Peterson, Sharon Florent and Vicki Forward **Staff:** Charlene Alexander and Cynthia Haskin **Guest:** Sarah Ennor

1. **Land Acknowledgement**
2. **Call to Order:** 7:04pm
3. **Motion # 2022-10**
   Moved by – Elaine Hare Seconded by – Vicki Forward
   To approve the agenda. Carried
4. **Motion # 2022-11**
   Moved by – Rose Jessup Seconded by – Elaine Hare
   To approve the minutes of January 18th 2022 Carried
5. **Report of the Chair:** Discussed the easing of covid 19 restrictions.
6. **Business Arising**
   6.1. **OTF: The Resilient Communities Fund:** Awaiting approval. The next round of OTF The Resilient Communities Fund opens March 6th.
   6.2. **Board Recruitment:** Sarah Ennor's vsc has come back clear.
   Motion # 2022-12
   Moved by – Elaine Hare Seconded by – Sharon Florent
   To accept Sarah Ennor as a volunteer board member. Carried
   6.3. **Budget :** Meeting February 23rd 9 am, Charlene Alexander will attend. The one-year pilot project for increased hours was changed to a two-year project. Also changed wording from dedicated Saturday hours to increased service hours.
   6.4. **HVAC Whitney:** Dave Gatley reached out and responded that he has started looking into this. Charlene Alexander obtained information about Jade Air purifier systems.
   Motion # 2022-13
   Moved by – Vicki Forward Seconded by – Sharon Florent
   In the interest of public and staff health, we request the Township to purchase and have installed a Jade Air Purifier, prior to re-opening to the public at the Whitney branch. Carried
   6.5. Fridge Magnets: Discussed magnet design, information and distribution.
   Motion # 2022-14
   Moved by – Elaine Hare Seconded by – Sharon Florent
   To approve the slash magnet design.
7. **New Business:**
   7.1. March Break Zoom Magic Show 2022: Charlene will contact to book a performance.
   Motion # 2022-15
   Moved by – Vicki Forward Seconded by – Carol Peterson
   To book 2022 Magic show with Chris Pilsworth.
   7.2. Hastings Highlands survey: Charlene will contact for more information.
   8.1 Outstanding Accounts: none
   8.3 **Council report:** Budget meeting February 23rd. Newsletters had been distributed.
   9. **Governance:** Strategic Planning meeting March 1st, 7pm via zoom.
   10. Programming:
   10.1 Author/Book Talks: Kevin Callan Speaking Tour - April 2022 Adam Shoalts - Fall 2022.
   10.2 Frank Kuiack Documentary screening.

Motion # 2022-16
Moved by – Elaine Hare Seconded by – Sharon Florent
To move to in person service at Madawaska branch.

Next Meeting: March 15th 2022 @ 7:00 PM

Motion # 2022-17
Moved by – Elaine Hare Seconded by – Vicki Forward
To adjourn 8:45 pm Carried

_____Chairperson _____Secretary/CEO

Township of South Algonquin - Monthly Stats

Feb/2022 Stats

	Whitney	Madawaska	Combined
Head Count	45	19	
Circulation	56	6	
Web Opac	0	0	
Curbside	6	2	
WIFI_in Library	2	7	
Inter Library Loans	12	0	
New Members	2	0	
Print/fax/copy	10	6	
Reference	2	0	
Tech/media/software support	1	0	
time spent on above requests	60 min.		
other requests		0	
Programs		0	
Outstanding Accounts		$0.00	$250.00
Over drive users			28
Overdrive circulation			136
Vaccine receipts	12	9	
time spent on above requests	80	35	
non members users	10	6	

TOWNSHIP OF SOUTH ALGONQUIN PUBLIC LIBRARY

BILLS FOR PAYMENT

Mar-22

INVOICE #	LIBRARY:	DETAILS	AMOUNT	TAX
#031622	820 - Both	Chris Pilsworth - virtual Magic Show	$250.00	$28.76
	TOTAL		**$250.00**	**$28.76**

Date: March 15th 2022

Librarian Approval: Charlene Alexander

Motion # 2022

Carried

Chris Pilsworth illusionist

Chris Pilsworth Productions
13 Best Way
Ottawa, Ontario, Canada K2K 1C5

E-mail: chris@borntoamaze.com
Phone: 1-613-413-6290

Date: Friday February 25, 2022
Invoice # 031622

Bill To: Charlene Alexander
Township of South Algonquin Public Library
P.O. Box 208, 33 Medical Centre Road
Whitney, ON K0J 2M0

Quantity	Description	Unit Cost	Total
1	Zoom Magic Show	$221.24	$221.24
	Wednesday March 16, 1 pm EST	**Amount**	$221.24
		HST	$28.76
		Total Due	$250.00

Payment can be made by cheque, e-transfer, credit card or EFT
If paying by cheque, please make payable to **Chris Pilsworth Productions**

Notes
All prices are in Canadian Dollars
Company Registration Number: 10967 7609 RT0001

Library Comparators

Township of South Algonquin Public Library pop served: 1096 open hours: 12 per branch per week 2 branches
Madawaska Tuesday 10 – 3 & Thursday 12 -7 Whitney Wednesday 10 – 3 & Thursday 12 – 7
CEO/Head Librarian and Branch Librarian

Madawaska Valley Public Library (Barry's Bay) pop served: 4123 open hours: 29 per week 1 branch
Tuesday 10 – 12 & 1 – 5, Wednesday 10 – 12 & 1 – 5, Thursday 1 – 4 & 5 – 8, Friday 10 – 1 & 1- 5, Saturday 10 – 3
CEO/Librarian, InterLibrary Loans Clerk, two library assistants

Killaloe & District Public Library pop served: 2479 open hours: 32 per week 1 branch
Tuesday, Wednesday, Friday, Saturday 11- 4, Thursday 11 – 6
CEO/Librarian, Assistant Librarian, 8 volunteers

Hastings Highlands Public Library (Maynooth) pop served: 4078 open hours: 34 per week 1 branch
Monday 10 – 2, Tuesday 10 – 6, Wednesday 10 – 4, Thursday 10 – 6, Friday 10 – 2, Saturday 10 - 2
CEO/Librarian, Assistant Librarian, two Information Tech Librarians, Heritage & Youth Services Librarian

North Hastings Public Library (Bancroft) pop served: 3881 open hours: 25 1 branch
Tuesday – Saturday 10 – 3
CEO/Librarian, InterLibrary Loan Officer, Assistant Librarian, Events Coordinator