

# Headingley Municipal Library Board Meeting

November 5, 2018

## Minutes

1. Meeting called to order by Marilyn Bayrak at 4: pm. Present: Bonnie Leullier, Bonnie Brown, Jim Robson, Marilyn Bayrak, Sylvia Shettler, Sharon Dyck , Gail Bell. Absent:, Wendy MacKenzie
2. Minutes of the Sept 24, 2018 meeting were adopted as corrected (to add Sharon Dyck as an attendee). (Marilyn, Bonnie).
3. Librarian's Report presented by Bonnie Brown.
  - a. We hosted the author Keith McPherson on the subject of Mindfulness and it was a success with about 35 attendees.
  - b. Sept activity is historically lower as the use of Ebooks continues to increase. Magazines are steady.
  - c. Kathie had a full Halloween story time called Monster Mash.
  - d. Bonnie and Marilyn attended the AGM meeting of the Headingley Foundation to accept a donation of \$210. Marilyn won the Tom Burns tractor which she has donated to the library and will be raffled off.
  - e. October has been busy. In addition to the regular operational activity, Judy has resigned, so the hiring of Makayla Nott became necessary. She is fitting in well and quickly.
  - f. Shannon Kohler will run a program for us on November 22nd, using the Escape Boxes.
  - g. Moved by Sylvia, seconded by Gail, to adopt the report as presented. Carried.
4. Financial Statements were circulated and presented by Bonnie Brown.
  - a. There was some confusion over the remainder of the funding for Jessie, but it has been resolved.
  - b. Expenses are consistent, some a bit lower and some line items are above the target, but marginally. Targeting will adjusted for next year. (Technology increases are to be expected). PD funding is over, but next year is not a conference year, so no increase will be necessary. Audit and Utilities are above target.
  - c. Bonnie is suggesting a debit machine for the transactions that are necessary for fees, fines, printing and copying etc. She is looking at a unit that will cost \$750 and there will be maintenance and consumable charges. She will present her findings to the board before purchasing anything.
  - d. Moved by Bonnie L and seconded by Sharon to accept the report as presented. Carried.

5. New Business

- a. Marilyn introduced our representative from Manitoba Libraries Association; Donna Kormilo. She spoke to us about our responsibilities on the subject of an evaluation process for the head librarian, and the role of the library board.
- b. Report from the R.M. from Jim Robson.
- c. Historical Society considering a program whereby there would be a space for typewriters that people might want to use to document stories and historical events from the community. They asked if the library would consider a space for same, but the board vetoed the idea as not in keeping with our mandate, and space is at a premium.
- d. The agenda next time will include a discussion of the strategic direction of the library over the short and long term.

6. Dates of the next meeting December 3, 2018 at 2:30 at the library: Meeting adjourned at 6:06 pm.

Submitted by Sylvia Shettler  
Secretary