

# Headingley Municipal Library Board Meeting

October 22, 2019

## Minutes

1. Meeting called to order by Marilyn Bayrak at 2:03 pm. Present: Bonnie Leullier, Bonnie Brown, Marilyn Bayrak, Sylvia Shettler, Wendy MacKenzie, Jim Robson Absent: Sharon Dyck, Gail Bell.
2. Minutes of the September 24, 2019 meeting were adopted as corrected. (Bonnie L., Jim).
3. Librarian's Report presented by Bonnie Brown.
  - a. Latest stats circulated; everything is up. This has been a busy month with fall programming underway. Non-Resident memberships are up.
  - b. Discussion on the emergence of book clubs in various communities.
  - c. Guest author - we hosted Dr. Rick Ross the author of *The Deadly Thaw*, which was held in spite of the inclement weather.
  - d. Dr. Phillip Schott author of *The Accidental Veterinarian* will be the guest author on January 23rd. Bonnie hopes to hold 4 of these events a year.
  - e. We also hosted 2 children's authors last month, Kevin Sylvester and Richard Scrimger, and brought in the students from Grades 4 and 5 from Phoenix to hear and interact with these two popular children's authors. The cost of hosting them was almost totally covered by the annual library HCF grant, and the addition of the MHRD amount left from last year's grant also contributing to the cost which was approximately \$500.
  - f. Now that Shannon Kohler is unable to continue as originally planned, Bonnie has engaged a new person, a young university student. Her first program was Science Night for Halloween and Bonnie will report on the outcome at the next meeting.
  - g. Moved by Jim, seconded by Wendy, to adopt the report as presented. Carried.
4. Financial Statements were circulated and presented by Bonnie Brown.
  - a. Financial Statements were late due to Noventis upgrade issues. September statement will not be available (ever).
  - b. A category has been added for the garden/landscaping spend.
  - c. On the P/L budget vs actual, note increased income for fines, copier and printing as well as non resident fees.
  - d. Furniture spend included a number of shelving units. Many of these items had not been budgeted. This accounts for most of the overage.
  - e. Salaries higher – no payment from CDA summer student program yet, but will be reflected next month.

- f. Moved by Wendy M and seconded by Marilyn to approve financial statement/report. Carried

## 5. New Business

- a. Potential renovations – Meeting room doors. Bonnie has been in touch with Michele Leclerc, who is a designer at Windsor Plywood to see if this is something that they can do. There is a cost to her coming out so Bonnie will wait until the strategic planning session has been done.
- b. There is a person interested in becoming a board member and has filled in the application. Other board members have reached out to the community for potential prospects. Sylvia is resigning as of yearend.
- c. Education for the library board. Bonnie has contracted Volunteer Manitoba for the strategic planning training, Jan 21<sup>st</sup>, 2020 1-4 pm in the multipurpose room at the library.
- d. Jim brought an update from the RM.
- e. The board was updated about the following activity that had taken place during the summer: At the beginning of June Bonnie and Marilyn met outside the board meeting to discuss the needs for the Thorlakson Memorial garden, which is in need of repair. In past years, Joan Spice had done the maintenance as a volunteer duty. Since she retired, it has fallen into disrepair. There were several volunteers on the board and in the community willing to do a clean up, but it was preferred that a company be hired, along with some RM summer help to mow the lawn. A quote was submitted by Emerald Isle, a company that Bonnie was familiar with, but deemed to be too high, and Bonnie was asked to request quotes from local businesses. Lawn N Order responded eventually but not within the specs, so Bonnie recommended Emerald Isle, and the board approved after some discussion by email. Next year, the targets will be submitted including the cost of maintenance of the garden, and as such will be part of the RM support.

- 6. Dates of the next meeting December 3rd, 2019 at 2:00 at the library: Meeting adjourned at 3:28 pm.

Submitted by Sylvia Shettler  
Secretary