

Headingley Library Meeting Minutes

October 21, 2021

I. Call to order

Sharon Dyck called the Zoom meeting to order at 5:30 pm.

Present: Alison Au, Gail Bell, Sharon Dyck, Pat Grierson, Bonnie Leullier, Wendy MacKenzie. Regrets: Marilyn Bayrak, Jim Robson.

II. Approval of minutes from last meeting

Moved by Bonnie and seconded by Sharon, the Minutes of the September 9, 2021 meeting were amended for a typo and approved as circulated.

III. Librarian's Report

- a) Circulation stats - most categories are holding steady with slight reductions which are typical for this time of year.
- b) Spending is on target for 2021. We received our yearly technology grant from the province, together with the funds from the Canada Summer Job Program. We also received a generous grant of \$4,000 from Headingley Community Foundation toward desks and seating for our study area and some new shelving for children's graphic novels. Some large print books were purchased, and we are beginning to assemble some book club kits. Funds for these extra book expenditures will be taken from our 2020 surplus. Non-resident fee income is higher than usual this year due to more people joining the library and also patrons renewing memberships that had lapsed.
- c) Printing costs are higher due to Covid. Pat suggested using Staples for future large colour print jobs. Alison will look into this.
- d) Alison attended the Headingley Community Foundation AGM on October 20 to receive the \$4000 grant.
- e) Preschool programming continues to be a challenge due to Covid. Online preschool programming is not as much of a draw as summer programming online. Kathie is running a colouring contest for Halloween that has been very popular. Families are encouraged to come into the library to pick up colouring sheets and small prizes will be awarded in three categories. On the Friday before Halloween, Kathie will hold a drop-in mini story time session to allow children to visit the library in their costumes and listen to some stories and songs.

- f) We held our first in-person book club in September. Mary also switched out the books at Heartland Estates, where we have a book cart set up for residents to borrow from.
- g) We are planning to speak with Kristy of Seniors Services to implement a card writing program between seniors and children in the community. We also have some contests scheduled for November and December.
- h) Alison also drafted a harassment policy which was approved by the board with some amendments. Other policies are currently being revised and/or drafted, including workplace safety and health, sick leave, and social media policies.

IV. Municipal Report

- a) Municipal Report was unavailable due to Jim's absence.

V. New Business

- a) At Marilyn's request, Alison drafted a revised board member application for recruiting new members. This was approved with some minor amendments.
- b) The decision was made to discontinue charging fines, in accordance with many other libraries across the world who are moving away from fines so that libraries can be more welcoming community hubs. Motion to remove overdue fines effective November 1 made by Bonnie and seconded by Sharon.

VI. Next Meeting

- a) The next board meeting is scheduled for November 18, 2021 at 5:30 pm.

VII. Adjournment

- a) The meeting was adjourned by co-chair Sharon Dyck at 6:16 pm.