



February 2, 2022 Board Meeting Minutes

1. Meeting called to order by Gail Bell at 4:45 pm. Present: Gail Bell, Alison Au, Jim Robson, Wendy MacKenzie, Susan Stuart, Jodee Karlowsky, Dawn Dunford. Regrets: Rhiana Kaspick Stranges
2. Minutes of the December 5, 2022 were adopted as circulated. Motion was made by Susan and seconded by Wendy.
3. Introduction and welcome to new members of the Library Board, Dawn Dunford and Jodee Karlowsky, by Gail Bell.
4. Librarian Report by Alison Au
 - a. 2022 library statistics are completed. The library circulated 59,103 items in 2022, compared with 50,639 in 2021
 - b. 28,292 patrons visited the library in 2022, compared with 17,536 in 2021 (library was closed for some of 2021 due to covid)
 - c. Biggest successes in 2022 were with new memberships and in-person programming. Summer of 2022 was very busy. We saw an increase in patrons by 180 in 2022, compared with 88 in 2021.
 - d. Successful engagement with the public is due almost entirely to staff efforts.
 - e. Library does very well in a provincial context: we are 3rd out of 60 libraries in circulations per capita, 2nd out of 60 in visits per capita, 1st in interlibrary loan circulations, 3rd in number of non-resident patrons, 5th in programming attendance and 15th out of 60 in percentage of population with a library card (49% of Headingley residents have a library membership – goal is to reach 60% in 2023)
 - f. Children's programming is going well. Jessie is running three sessions: baby, toddler and preschool.
 - g. Book club has really taken off and we have about 10-12 consistent attendees each month
 - h. Financials: Patrick has supplied December 31 financials, but library numbers don't match with his numbers in several cases. Suspect that 2021 budget numbers were incorrectly used for 2022 budget. Alison to simplify budget categories and speak to Patrick about addressing the discrepancies in amounts. Alison to draft 2023 budget for our March meeting.
 - i. Discussion of wages – minimum wage increased twice in 2022 and is to increase twice again in 2023. Wages of all staff should be adjusted to reflect this increase fairly. Alison to provide written justification as budget increase is greater than 5%.

5. Municipal Report by Jim Robson
 - a. RM currently has a reserve of \$4-\$5 million
 - b. Bill 37 was passed. Council is working diligently to ensure that this doesn't impact Headingley unnecessarily.
 - c. The river path will be cleared again for skating this winter
 - d. Renovations at the hockey hut are complete
6. New Business
 - a. Discussion of Board committees to be deferred until completion of budget.
 - b. Approval of motion, by email, to appoint Chambers Fraser as the library's new auditors moved by Wendy Mackenzie, seconded by Gail Bell.
7. Date of the next meeting will be March 6, 2023 at 4:45 at the library.
8. Adjournment: 5:45 pm by Gail Bell