

Headingley Library Board Minutes

November 2, 2023

4:45 pm – via Zoom

Present: Gail Bell, Susan Stuart, Wendy McKenzie, Alison Au, Jodee Karlowsky, Dawn Dunford,

Regrets: Rhiana Kaspick Stranges, Jim Robson

1. Called to Order by Gail at 4:45 pm
2. Minutes of October 4 2023 adopted as circulated. Motioned by Susan, seconded by Dawn.
3. Librarians Report - Alison Au

Financials

- Received grant from Headingley Community Foundation for \$5338. Requested \$4000 but the Foundation topped it up with extra funds in their account. Grant will be used for Phoenix School Visits (expand collection), United Church book display for dementia library, updating nonfiction, etc.
- We've received more income than expected this year and are carrying a surplus
- Over in salaries a bit – this was expected due to minimum raise increase and lack of Canada Summer Jobs grant
- Over in books due to spending of 2022 HCF grant and purchasing extra books in the summer. Our summer circulation stats reflect this need. We were busy!
- Also over budget in computer equipment – had to replace two desktop computers and purchase a new laptop for public use. One of these is to come out of the HCF grant and the others will be paid for with our surplus
- Programing is over budget due to spending of the 2022 HCF grant on makerspace items, lunch and learn, community event donations, etc. Might be a good idea to include a budget item in 2024 for community events (craft show, Christmas Breakfast, Winter Carnival, etc.)

Programming and Statistics

- Book club is going strong with an average of 8-15 people attending each month
- Children's story time has wrapped up its fall session and Jessie is planning some Christmas events and a drop in Builder Space/Lego Club session which will run weekly and encompass early dismissal days at Phoenix School

- Mary will be running our popular end of the year contest where patrons guess which books were our top circulations to win a prize
- Visits from Phoenix School's library classes are on hold for now while Mr. Betz makes some decisions
- Library visits are down from the summer which is normal this time of year
- Adult Circulations are up thanks to Mary's promotion of book displays, "cozy" mysteries, etc.
- We held a Halloween craft and story time which was attended by 25 people

Community Outreach

- The library donated a raffle prize basket of books and activities to the Christmas Breakfast and is currently preparing one for the Winter Carnival in February
- The library has been in consultation with Cathy Maxwell from the United Church about housing the church's collection of books on dementia
- Alison will host a Lunch and Learn session at Headingley Community Club for the Seniors Society on ebooks and reading devices
- The library will once again be a drop off spot for the Manitoba Shoebox Program for Women

4. New Business

- a. Total Custom Builders Ltd. has been retained to do our renovation to the upstairs circulation desk and paint the upstairs

5. Next meeting: December 7, 2023 at 5:00 pm

6. Meeting adjourned at 5:30 pm