

Headingley Library Board Minutes

May 27, 2024 6:00pm

Present: Gail Bell, Alison Au, Jim Robson, Eunice Salmonson, Tamara Wells

Regrets: Wendy McKenzie, Kasia James, Jodee Karlowsky

1. **Call to order:** Meeting was called to order at 6:00pm
2. **Minutes approval:** Tamara moved to accept the minutes of April 22, 2024 seconded by Eunice
3. **Agenda approval/amendments:** New business to include follow up on policy review and 2025 funding cut
4. **Librarians Report:**
 - A. **Financials:**
 1. The final audit for Year 2023 (year end December 31) by ChambersFraser was reviewed and no comments or concerns. *The motion was made by Tamara to accept the 2023 audit completed by ChambersFraser Chartered Professional Accountants, seconded by Eunice, all in agreement. Motion Carried.*
Action Item: Alison to complete signatures and submit to council and the province.
 2. The ongoing overage in debit rental was followed up on and this is an outcome of service fees charged by the credit union that supplies the debit machine.
Action Item: Alison will follow up with the credit union to see if fees can be waived due to the library being a non-profit organization.
 - B. **Community Outreach:**
 1. Phoenix school visits have stopped with their library being back in operation.
 2. The children's library will be hosting a read around the world theme with a complementary activity for adults.
 3. Planning for the Library summer windup is ongoing with a speaker Michael Redhead confirmed. More information will be shared in the upcoming weeks.

D. Staffing: Training of the new staff member has been completed and the remainder of the summer staffing schedule has been finalized for ongoing coverage

E. Library Statistics: Visits remain on par but a small decrease will be anticipated with the cessation of Phoenix school visits

F. Other:.

5. New Business

1. Discussion about the decrease in 2025 grant funding undertaken and plan will be for Jim to review further and to help facilitate discussion with the Association of Manitoba Municipalities. Raising this with the areas MLA was also broached but more information regarding the grant funding cut off is needed.

Action: Alison to send the grant information to Jim for further investigation.

2. Planning for policy review: Review will start over the summer with a plan in place for the September meeting. Tamara has agreed to assist and one more volunteer requested to assist Alison.

Action Item: Alison will collate all policies into word documents for review.

6. Municipal Report:

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7. **Adjournment:** meeting was adjourned at 7:20. Next meeting is planned for September 16th at 6:00pm.