

Headingley Library Board Minutes

April 22, 2024 6:00pm

Present: Gail Bell, Wendy McKenzie, Alison Au, Jim Robson, Kasia James, Eunice Salmonson, Tamara Wells

Regrets: Jodee Karlowsky

1. **Call to order:** Meeting was called to order at 6:00pm
2. **Minutes approval:** Kasia moved to accept the minutes of March 13 and Eunice seconded
3. **Agenda approval/amendments:** Gail added for discussion follow up regarding the upcoming \$20,00.00 deficit and policy review
4. **Librarians Report:**
 - A. **Financials:**
 1. The library budget has been approved and will be reflected in the March budget once it is finalized.
 2. The Library audit is in the final stages to meet the April 30th deadline.
 3. The ongoing overage in debit rental was mentioned again, remains at 300%. **Action Item: Alison will follow up with Patrick regarding the ongoing overage in the debit rental column.**
 - B. **Community Outreach:**
 1. Phoenix school continues to visit and are planned until the end of May.
 2. Book club remains popular and will move to evening only as afternoon attendance is low.
 3. Increasing the social media presence for the children's library has led to increased attendance and is now drop in versus registration. There remains good engagement with Stay and Play as well. Builders Club continues on Tuesdays
 4. The children's library will be hosting a Read-Around-the-World theme for the 2024 summer reading program.
 5. Planning for the Library summer windup is ongoing.
 - C. **Staffing:** Marcy is retiring at the end of April but will be available for emergency coverage. Lauryn Phillips has been hired to replace her.
 - D. **Library Statistics:** March visits were higher than February due to spring break and the closure for renovation. 55 new memberships have been added to the library in 2024. A review of magazine

subscriptions was completed and a few cancelled that were not circulating.

E. Other: The renovation is in the final stages with some small details remaining.

5. New Business

1. Addressing the upcoming decrease in grant funding for 2025: tabled until next meeting (Gail)
2. Planning for policy review: tabled to next meeting. In the interim Alison will collate the policies and disburse to the team.

6. Municipal Report:

April 9th municipal meeting minutes

Highlights:

1. Completion of the Phoenix community centre development project
2. Baseball park construction will begin with 4 fields and appropriate facilities
3. H₂S stripping tank will be retrofitted into the water treatment facility replacing the present tank.
4. New water reservoir to help with a sustainable water plan meeting the needs of all and located at the southern end of Headingley.
5. New firehall

7. Adjournment: meeting was adjourned at 6:55. Next meeting is planned for May 27th at 6:00pm.