

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Thursday, June 25, 2020, at 11 am via Zoom.

The following Board Members were present:

Ray Hobson
Marion Hughes
Devon A. Jones, Chair
Bill McMahon
Kate MacNaughton
Jan Nightingale

Regrets:

Dawn Cutler, Vice Chair
Linda Donville
Lenny Epstein
Sandy Murray

Staff Present:

Barbara Sweet, CEO

1. Call to Order

The meeting was called to order at 11:02 am by The Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0039-2020

Moved By: Ray Hobson
Seconded By: Bill McMahon

THAT the agenda for the Library Board meeting of June 25, 2020, be confirmed, with amendments.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest at this time.

4. Minutes

- 4.1** Motion to approve the Library Board Minutes from the meeting held on May 28, 2020.

Motion LB-0040-2020

Moved By: Jan Nightingale
Seconded By: Ray Hobson

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of May 28, 2020.

CARRIED

5. Business Arising From the Minutes

- 5.1** Wellington Stairs – permit issued - scheduled end of July
5.2 Consecon Outside Sign – permit issued

6. Finance

- 6.1** Next Finance Committee Date
✓ Thursday, July 2, 2020, at 10 am
✓ Thursday, July 23, 2020, at 10 am

7. Fundraising Committee

8. Governance Committee

9. CEO Report

Motion LB-0041-2020

Moved By: Ray Hobson
Seconded By: Jan Nightingale

- 9.1** CEO's Report – May 2020

THAT THE Board accept the CEO's Report as circulated.

CARRIED

May 2020 – CEO’s Review		
<i>Circulation</i>	<i>15,457</i>	<i>Curbside May 20, 2020, start</i>
<i>New Members</i>	<i>36</i>	<i>Lots of renew library cards as well</i>

Planning – health & safety - hand sanitization stations have been now been set up in the smaller branches in addition to Wellington and Picton, already done.

Branches – Curbside service started Wednesday, May 20, 2020. Picton and Wellington are running this during 10 am to 4 pm Tuesday to Saturday. Ameliasburgh, Consecon, Milford and Bloomfield are running their regular branch hours.

Meeting Rooms – online zoom meeting bookings are dropping off as the groups are starting to meet outside with the nicer weather.

Programming – the website is continuing to change with the library, all the programming is on line via Facebook Live and Zoom substantially. Live Support online chat with our IT Staff, everyday 10 am to 4 pm, Monday to Saturday, continues. IT Resource Webinar 2x per week will be reduced to 1x per week, and replaced with more summer children’s programming. The Health department has approved a Busker performing in the patio area, as well private family bookings for reading time.

The Board noted what an amazing job the library staff are doing in staying relevant, and in delivering online programming.

Computers – Awarded ESDC Grant for \$20,000 to purchase tough case lap tops that withstand moisture and can be wiped clean and used safely by patrons and staff.

Planning for the Future – planning for opening. Working with the health department, full face shields have been recommended and have been made by the IT Staff for all staff to wear on the floor when patrons are on site in addition to their face mask. Zoom meetings are held 2x per week with the CEO and all staff in open discussions about daily operations of the library.

10. Correspondence

11. Report From Councillors

Motion LB-0042-2020

Moved By: Jan Nightingale

Seconded By: Ray Hobson

THAT THE Board receive the verbal report from councillors.

CARRIED

The councillors are looking forward to in person meetings with fellow councillors with the public and deputations participating via Zoom.

12. New Business

13. Other Business

13.1 Fundraising

- ✓ Donations continue to be received
- ✓ More appropriate after Phase 3

14. Next Meeting Dates

- ✓ Thursday, July 23, 2020, 10 am
- ✓ Or As needed

15. Adjourn


Motion LB-0043-2020

Moved By: Ray Hobson

THAT the meeting now adjourn at 12:02 pm.



Devon A. Jones, Chair



Barbara Sweet, CEO
Secretary/Treasurer to The Board