



**Owen Sound & North Grey Union Public Library Board
Minutes**

**February 29, 2024 6:00 p.m.
Library Auditorium**

MEMBERS PRESENT:

Richard Thomas, Chair (City of Owen Sound)
Rosemary Buchanan, Vice-Chair (Township of Georgian Bluffs)
David Adair (City of Owen Sound)
Deborah Eaton (City of Owen Sound)
Frank Emptage (Meaford Public Library)
Marion Koepke (City of Owen Sound, Councillor)
Nancy Shaw (City of Owen Sound)
Elizabeth Thompson (Township of Chatsworth, Councillor)
Ryan Thompson (Township of Georgian Bluffs, Councillor)

MEMBERS ABSENT/REGRETS:

None

STAFF PRESENT:

Tim Nicholls Harrison, CEO
Lindsey Harris, Administrative & Facilities Manager

GUESTS PRESENT:

None

COMMENCEMENT: 6:01 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:01 p.m.

2. ADDITIONAL ITEMS

None

**3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE
THEREOF**

None

4. CONFIRMATION OF MINUTES

07-24 Moved by Marion Koepke THAT the minutes of the February 1, 2024 meeting of the Library Board be approved as presented.

Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

None

6. CORRESPONDENCE

Harris reported that there were two items of correspondence circulated in the package.

6.1. Thank You: A thank you note was received from Karen Teeter, former Library employee, acknowledging her appreciation of the employee recognition ceremony held in February.

6.2. BDO Audit Planning Report

7. REPORTS AND MATTERS TABLED

7.1 Board Chair’s Report

No report.

7.2. CEO’s Report

“A library is infinity under a roof.” – Gail Carson Levine

7.2.1. Library Service Index: Please see the attached performance report.

7.2.2. Key Statistics: Our library membership has improved to 10,917, approximately 18.85% more than the same time last year. In January, we had 13,067 library visits and circulated 24,533 materials. Patrons used an additional 2,235 materials within the library during the month. There were 4,643 uses of technology. Our online outreach totaled 50,978. The library provided information assistance 2,446 times.

7.2.3. Savings to Patrons: We can calculate the value of the physical materials that our library members borrow. This information is shared, now, on the receipt which is printed at the main circulation desk. During the month of January, our library members as a community saved a total of \$456,055.80 by borrowing from the library. In the twelve months of 2023, our patrons saved \$4,820,917.30 by using the library. Special thanks to Dale Albrecht for making this information available to our patrons.

7.2.4. Staff Anniversaries: We extend congratulations to Jennifer Davidson and Jodi Burton-Scheifley on their work anniversaries. We thank them for contributing their time, effort, skills and talents.

Jennifer Davidson	Support Services	14 years
Jodi Burton-Scheifley	Adult Learning Services	3 years

7.2.5. Library Community Kiosk Project: The vending machines are being set up at the Keady Community Centre and the Shallow Lake Community Centre. We are continuing to work with staff from International Library Services on the initial

install. Currently, we are calibrating the machines so that they will be ready for the public.

7.2.6. Repair Café at the Library: We are pleased to be working in partnership with the Georgian Bluffs Climate Action Team on the new program, the Repair Café which starts on March 9th. On the second Saturday of each month from 1:00 to 4:00 pm, skilled volunteers will help fix your broken items for free, from clothing to household items. An information session will be held on Saturday February 24th. Thanks to Shauna Doyle for onboarding the many volunteers interested in helping with the Repair Café. More information about the repair café movement is at <https://www.repaircafe.org>

7.2.7. Poet Laureate 2024-2025: The Poet Laureate Advisory Committee has been working with the 2024-25 Poet Laureate selection team. The new Poet Laureate will be announced in early March.

7.2.8. Creativebug: We are pleased to launch Creativebug. It is an online resource that library members can access with their OPEN card. Creativebug, “the number one inspirational resource for DIY, crafters and makers, has thousands of award-winning art & craft video classes taught by recognized design experts and artists.” Check it out at www.osngupl.ca/browse-borrow/online-resources/

7.2.9. Library Podcast – The Bulletin: The library is starting a podcast! Listen in monthly to hear about upcoming programs and exciting events. Each episode will feature guests from within the library and from our community, who will share anecdotes and expertise. Special thanks to Sarah Chamberlain and Dale Albrecht for taking on this new initiative for us. Check social media for more information.

7.2.10. Blind Date with a Book: From February 1st to 14th, we’re playing matchmaker again this year! Tell us your favourite authors, books and/or movies before February 11th and we’ll be your Valentine’s Day matchmaker.

7.2.11. Lunar New Year Celebration: On Saturday, February 10th, join us for Lunar New Year celebrations with our friends from the Grey Bruce Chinese Heritage and Culture Association. Enjoy crafts and cultural activities for children and adults to ring in the Year of the Dragon.

7.2.12. Library Taskmaster: Get ready for an evening of hilarity on Tuesday, February 13th! Register as a team of 4-5 people to compete in a series of ridiculous tasks and a chance to win the Golden Head.

7.2.13. East Side Story.... A 1950s Murder Mystery: Join us Friday, February 23rd for an evening of fun as you attend this after hours’ party at the library. Help solve the crime!

7.2.14. An Evening with Tony Miller: In honour of Black History Month, please join us on Wednesday February 28th for an evening presentation with local artist and author Tony Miller. Listen as he shares inspiration about his art, his book *Daddy Hall: A Biography in 80 Linocuts* and learn about his family history.

7.2.15. Owen Sound Memoir Series – Valerie Jerome: We are honoured to be host writer and athlete Valerie Jerome, on March 1st and 2nd. Valerie’s memoir, *Races: The Trials & Triumphs of Canada’s Fastest Family*, “is an emotional story of racism inside and outside her mixed-race family, societal pressure to win at the Olympics as a black athlete and devastating experiences in her family home. For more information and to purchase tickets visit <https://owensoundmemoirseries.com/>

7.2.16. Outreach - The Library @ the Attack Game: Are you attending the Owen Sound Attack game on March 6th? Library staff will be in the Owen Sound Attack Community Corner! We will be helping community members apply for a new card, update their membership and learn about our upcoming programs.

7.2.17. March Break Programs: This March Break check out our schedule of events for children and teens. Staff have planned a week filled with music, art, games, lego, story times, magic and more. <https://www.osngupl.ca/wp-content/uploads/2024/02/March-Break-2024-flyer.pdf>

7.2.18. Seedy Saturday - Saturday March 23rd: Learn about heirloom and open pollinated seeds, seed saving, native pollinators and backyard gardening. Discover local producers, plant enthusiasts, garden specialists, community groups and so much more. Swap "N" Share houseplant cuttings, bring one take one. Children's potting table.

7.2.19. The Library this Spring: Sincere appreciation to our wonderful staff for their amazing work developing and delivering quality learning opportunities for our library members. Please check out our March - May newsletter at <https://www.osngupl.ca/news-programs/library-news/> to see the many programs, services and resources available. You can also visit our program listings at <https://www.osngupl.ca/news-programs/programs/>.

7.2.20. Final Comments:

"You provide an important and very much appreciated service. Libraries are so much more than book depositories. Libraries are the core of a healthy community." - J.C. (Library member email when renewing library card)
January was busy! Staff have been working, inside and outside the building to provide our library services and programs to the community. We continue to see increased use of the library every day.

Recently, the Board and staff celebrated the recent anniversaries of employees with five-year increment work milestones. It was the first time since before the pandemic that we gathered together. I extend sincere congratulations to everyone recognized for their commitment, energy and service.

Staff are challenged daily to meet the information, education, entertainment, employment and business needs of our thousands of library members and others in our community too. It is a joy to enter the building daily, knowing that we are all doing our best to make everyone, visiting the library, feel welcome and helped. I truly appreciate the staff commitment and drive to provide exemplary customer service to our public.

There's a lot happening at the library. Check us out!

Additional items as per verbal report:

Nicholls Harrison provided a brief overview of a few of the features of the Library's catalogue and website, www.osngupl.ca.

08-24 Moved by Rosemary Buchanan THAT the Library Board approve the CEO's Report as presented. Carried.

7.2 Financial Committee Report

7.3.1 Statements and Accounts:

09-24 Moved by Elizabeth Thompson THAT Library accounts totaling \$73,001.84 for January be approved for payment and further, THAT the Adult Learning Centre's accounts totaling \$60,005.28 for January be approved for payment and further, THAT the Library's and Adult Learning Centre's Financial Statements to January 31, 2024 be received as information. Carried.

7.3 Personnel Committee Report

No report.

7.4 Property/Building Committee Report

No report.

7.5 Library Foundation Committee Report

No report.

7.6 Policies and Bylaws Committee Report

10-24 Moved by Frank Emptage THAT the Library Board approve policy L20 PE 1 Definitions, L20 PE 2 Communications and Responsibilities, L20 PE 3 Employment, L20 PE 4 Salary, L20 PE 6 Vacation Entitlement, L20 PE 7 Short Term/Long Term Disability Plan, L20 PE 9 Personal Emergency Days, Sick Days & Other Types of Leave, L20 PE 27 Employment Standards Accessibility, L20 PE 29 Retirement Functions, L24 Video Surveillance Program and L 27 Accessibility Standards for Customer Service.

Carried.

7.7 Ontario Library Service Board Assembly Report

No report.

7.8 Poet Laureate/Words Aloud Committee Report

During the winter, the Poet Laureate Advisory Committee conducted the search for a new poet laureate. After reviewing the applications, the committee shortlisted the candidates and conducted interviews. The committee selected Rebecca Diem as Owen Sound's Poet Laureate.

11-24 Moved by David Adair THAT the Library Board ratify the Poet Laureate Advisory Committee's selection of Rebecca Diem as Poet Laureate serving a two-year term from March 1st, 2024 to December 31st, 2025.

Carried.

8. OTHER BUSINESS

None

9. STRATEGIC PRIORITIES

None

10. RESOLUTION TO MOVE IN CAMERA – STRUCK

11. DECLARATION TO MOVE TO THE REGULAR BOARD MEETING - STRUCK

12. NEXT MEETING: Regular Board meeting to be held Thursday April 25, 2024 at 6:00 p.m. in the Library Auditorium.

13. ADJOURNMENT: The meeting was declared adjourned at 6:54 p.m.



Chair



Secretary