

Ponoka Jubilee Library Board Minutes

May 19, 2022



Location: Ponoka Jubilee Library and Zoom

Present: Current Board Members: Jeff Ramage [Chair], Sharon Rowland[Treasurer], Laeta Morskate [Secretary], Alana Cissell, Kathleen Terry, Theresa Theriault, Jeffrey Hanger, [Members at large] Cal David [Town of Ponoka representative].
Library Manager: Dan Galway

Regrets:

Unnamed [County of Ponoka representative]

Public Present:

1.0 Call to Order at 6:35 PM

- 1.1 Treaty and Land Acknowledgement
- 1.2 Adoption of Agenda

Motion: to adopt the Agenda by Laeta Morkate. Carried.

- 1.3 Reading and adoption of April 21 2022 minutes.

Motion: to adopt the minutes as presented by Sharon Rowland. Carried.

2.0 Finance

- 2.1 Financial Report for April 2022

- 2.1.1 Presentation of Financial Report for April 2022

Motion: to accept the Financial Report for April as presented by Kathleen Terry. Carried.

- 2.2 Approval of Financial Statement of 2021

- 2.2.1 Presentation of Financial Statement of 2021

Motion: to approve the Financial Statement of 2021 as presented by Sharon Rowland. Carried.

3.0 Librarian's Report

- 3.1 Statistics

- 3.1.1 Statistics presented.

- 3.2 Operations

- 3.2.1 An event to open the 'Eva Schmidt Memorial Corner' is planned for May 28.
 - 3.2.2 Orders have been placed to satisfy the commitment made to expand the Large Print and Audio collection.
 - 3.2.3 In-Library displays for the month of April were focussed on International Day of Transgender Visibility and Red Dress Day.
 - 3.2.4 Volunteer sign up forms have been reworked. Volunteer opportunities have been outlined better. The hope is to create a bank of volunteers for different activities.

- 3.2.5 PJJ staff has been invited to attend a production at Ponoka Secondary Campus on May 31. Attendance is voluntary.
- 3.2.6 Confirmation of recommendation for funding from Young Canada Works, pending funding from Canada Council.
- 3.2.7 Approval of funding from Canada Summer Jobs has been confirmed.
- 3.2.8 Requests for Library visits from schools are starting to come in. So far one has been hosted and some more are coming up.

3.3 Programming

- 3.3.1 Programs will be clueing up through May and into June.
- 3.3.2 Some programs, like the Senior's Tea program and Fandomedia club, will continue through the summer.
- 3.3.3 A new club is running a regular program at the Library every Saturday. This club will play Wahammer, a board game.

4.0 Reports

4.1 Town of Ponoka Report (Cal David)

- 4.1.1 PRLB meeting was held over ZOOM where financial statements were audited and passed
- 4.1.2 PRL is looking for a requisition increase of \$0.20 per capita, to go from \$8.55 to \$8.75 per capita, based on Treasury Board numbers as opposed to Municipal Affairs numbers.

4.2 Information-Maskwacis Public Library (Jeff Ramage and Cal David)

- 4.2.1 A sharing of information concerning the Maskwacis Public Library has taken place between stakeholders of PRL, Cal David and Jeff Ramage.
- 4.2.2 Funding for Federal Libraries is to be used on Indigenous Lands.
- 4.2.3 PRL is in the process of hiring staff to run the library from 11:00 am to 6:30 pm. This is an increase of opening hours from 3 hours to 7.5 hours a day.

4.3 Fundraising Committee Report. (Jeff Hanger)

- 4.3.1 Sharing of more solidified plans for potential fundraising events.
- 4.3.2 The Library will be hosting monthly Trivia Nights at Siding 14, starting June 15. Teams will be able to sign up for a fee and a portion of the sales during these days will be donated to the Library. The Library has committed to place a "Free Little Library" on site and will prepare some kraft kits for children to enjoy.

4.4 Plan of Service update. (Dan Galway)

4.4.1 Suggested is to provide a 3 year Plan of Service rather than a 5 year one.

4.4.2 Deadline for the Plan of Service is June 28.

4.4.3 Needs Assessment data analysis.

4.4.4 After analyzing the data and discussing outcomes, the board agreed the top 3 focus for the new Plan of Service will be:

- Know Your Community
- Stimulate Imagination
- Information Fluency

4.5 Salary Review update. (Sharon Rowland)

4.5.1 Tabled until June 9 meeting.

Next Meeting Date: June 9, 2022 at 6:30 pm in the Ponoka Jubilee Library.

Motion: to adjourn at 9:18 pm by Laeta Morskate. Carried.