



MISSION STATEMENT

The Asphodel-Norwood Public Library supports and enriches the community by being a welcoming and inclusive gathering place that provides access to resources, programming, and interactive lifelong learning and leisure opportunities.

The Asphodel-Norwood Public Library (ANPL) Board convened a meeting on June 10, 2024 at the ANPL Norwood Branch with the following persons in attendance:

- Ashley Calder
- Krista Rutherford
- Gloria Fernandes
- Glenda Johnson
- Deputy Mayor Burt
- Patricia Reed, CEO/Librarian

Regrets

- Tori Verkuyl
- Linda Cardwell
- Jordan Webb, Township of Asphodel-Norwood Treasurer

Call to Order

Chair Krista Rutherford called the meeting to order at 7:00 p.m.

Land Acknowledgement

Chair Krista Rutherford recited the land acknowledgement.

Declaration of Pecuniary Interest

Chair Krista Rutherford reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter arising on the agenda and that they could declare that interest now or at the time the matter arises.

Approval of the Agenda

- 05.01.24 Moved by: Deputy Mayor Burt
Seconded by: Gloria Fernandes
"That the meeting agenda for June 10, 2024 be approved as presented."
Carried

Approval of the Minutes

Meeting Minutes of **May 13, 2024.**

- 05.02.24 Moved by: Ashley Calder
Seconded by: Glenda Johnson
"That the minutes for the regular Board meeting held May 13, 2024 be approved as presented."
Carried

Correspondence

Business Arising from the Minutes

CEO/ Librarian Patricia Reed facilitated ANPL Strategic Plan 2025-2028 – Planning Meeting with Staff and Board.

- 05.03.24 Moved by: Deputy Mayor Burt
Seconded by: Glenda Johnson
"That option 1 of proposed Mission Statement be included in 2025-2028 Strategic Plan.
- 05.04.24 Moved by: Glenda Johnson
Seconded by: Krista Rutherford
"That Strategic Planning Session Summary be accepted for information"

CEO/Librarian Patricia Reed presented Draft Community Feedback Survey.

- 05.05.24 Moved by: Gloria Fernandes
Seconded by: Deputy Mayor Burt
"That Community Feedback Survey questions be approved and that two \$50 Visa gift cards be purchased by CEO/Librarian Patricia Reed for prizes for Community Feedback Survey."

CEO/Librarian Patricia Reed presented ANPL Logo Refresh.

- 05.06.24 Moved by: Gloria Fernandes
Seconded by: Ashley Calder
"That Option 1 of ANPL Logo and tagline "Your Library – Infinite Opportunities" be accepted."

Reports

CEO/ Librarian Patricia Reed highlighted Financial Report - Budget vs Actual May 2024.

- 05.07.24 Moved by: Glenda Johnson
Seconded by: Deputy Mayor Burt
"That the Financial Report - Budget vs Actual May 2024 be received for information."
Carried.

CEO/ Librarian Patricia Reed highlighted ANPL24-011 CEO Report June 2024.

- 05.08.24 Moved by: Gloria Fernandes
Seconded by: Ashley Calder
"That CEO Report June 2024 be received by the ANPL Board for information."
Carried

CEO/Librarian Patricia Reed presented ANPL24-012 Budget Reallocation

- 05.09.24 Moved by: Deputy Mayor Burt
Seconded by: Gloria Fernandes
"That Reallocation of 2024 budget be approved as outlined in the report."
Carried.

CEO/Librarian Patricia Reed presented ANPL24-013 Norwood Branch Office Furniture Procurement

- 05.10.24 Moved by: Glenda Johnson
Seconded by: Deputy Mayor Burt
"That the procurement of office furniture from Brant Basics Peterborough be approved as outlined in the report".

Presentations

None.

General Business

CEO/Librarian Patricia Reed updated the Board about Honky-Tonk Fundraiser on September 27, 2024.

CEO/Librarian Patricia Reed discussed OLS Virtual Conference – Wednesday, October, 23, 2024

- 05.11.24 Moved by: Glenda Johnson
Seconded by: Gloria Fernandes
"That both ANPL Branches be closed on Wednesday, October 23, 2024 for all staff to attend OLS Virtual Conference."

**ANPL Board
MEETING MINUTES
June 10, 2024**

CEO/Librarian Patricia Reed discussed CEO Vacation & Banked Time – Approval Request.

- 05.12.24 Moved by: Deputy Mayor Burt
Seconded by: Ashley Calder
“That the CEO Vacation & Banked Time Request be approved as presented.”
Carried.

Closed Session

- 05.13.24 Moved by: Gloria Fernades
Seconded by: Deputy Mayor Burt
“That the Board move into Closed Session at 8:03pm as per the Public Libraries Act Section 16.1(4)(b) personal matters about an identifiable individual.”
Carried.

The Board Meeting resumed in Open Session at 8:36pm.


- 05.18.24 Moved by: Gloria Fernandes
Seconded by: Glenda Johnson
“That the Board agrees to direct the implementations of the decisions made in the closed session.”
Carried.

Adjournment

- 05.19.24 Moved by: Gloria Fernandes
Seconded by: Glenda Johnson
“That the ANPL Board meeting held June 10, 2024 be adjourned at 8:37 p.m. with a regular meeting to be held September 16, 2024, 7:00 p.m. at the Westwood Branch, or at the call of the Chair.”
Carried



Chair



Secretary