

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 November 13, 2023 at the ANPL Westwood Branch with the following persons in attendance:

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

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.

Deputy Mayor Burt declared a pecuniary interest with respect to Confirmation of Treasurer listed on the agenda.

**ANPL Board
MEETING MINUTES
November 13, 2023**

Approval of the Agenda

- 09.01.23 Moved by: Gloria Fernandes
Seconded by: Deputy Mayor Burt
"That the meeting agenda for November 13, 2023 be approved as presented."
Carried

Approval of the Minutes

Meeting Minutes of October 16, 2023.

- 09.02.23 Moved by: Gloria Fernandes
Seconded by: Glenda Johnson
"That the minutes for the regular Board meeting held October 16, 2023 be approved as presented."
Carried

Business Arising from the Minutes

CEO/ Librarian Patricia Reed provided a progress update on the 2021-2024 Strategic Plan.

- 09.03.23 Moved by: Linda Cardwell
Seconded by: Gloria Fernandes
"That the progress update on the 2021-2024 Strategic Plan be received for information."
Carried

Reports

CEO/ Librarian Patricia Reed highlighted CEO Report November 2023.

- 09.04.23 Moved by: Deputy Mayor Burt
Seconded by: Gloria Fernandes
"That CEO Report November 2023 be received for information."
Carried

CEO/ Librarian Patricia Reed highlighted Financial Report - Budget vs Actual October 2023.

- 09.05.23 Moved by: Glenda Johnson
Seconded by: Linda Cardwell
"That the Financial Report - Budget vs Actual October 2023 be received for information."
Carried

**ANPL Board
MEETING MINUTES
November 13, 2023**

CEO/Librarian Patricia Reed highlighted CEO Report Smile Cookie Campaign Revenue Allocation.

- 09.06.23 Moved by: Linda Cardwell
Seconded by: Deputy Mayor Burt
"That the Smile Cookie Campaign Revenue be approved for allocation as presented in the report."
Carried.

CEO/ Librarian Patricia Reed highlighted CEO Report Additional 2023 Revenue Allocation.

- 09.07.23 Moved by: Gloria Fernandes
Seconded by: Glenda Johnson
"That the additional revenue received from unexpected donations, increased facility rentals and additional photocopying fees be approved for allocation as amended in the report."
Carried.

CEO/ Librarian Patricia Reed highlighted CEO Report 2024 Meeting Schedule.

- 09.08.23 Moved by: Deputy Mayor Burt
Seconded by: Glenda Johnson
"That the 2024 Meeting Schedule be approved as presented."
Carried.

Correspondence

None.

Presentations

None.

**ANPL Board
MEETING MINUTES
November 13, 2023**

General Business

Having declared a pecuniary interest in the next item of business, Deputy Mayor Burt left the room at 7:36 p.m.

CEO/ Librarian Patricia Reed discussed confirmation of treasurer for ANPL Board.

- 09.09.23 Moved by: Glenda Johnson
Seconded by: Gloria Fernandes
"That the Township Interim Treasurer continue as the Treasurer for the ANPL Board until such time a permanent Township Treasurer is appointed."
Carried.

Deputy Mayor Burt returned to the room at 7:38 p.m.

CEO/ Librarian Patricia Reed discussed 2023 Santa Claus Parade.

CEO/Librarian Patricia Reed highlighted request for approval of CEO Vacation & Banked Time.

- 09.10.23 Moved by: Linda Cardwell
Seconded by: Gloria Fernandes
"That the proposed CEO Vacation and Banked Time request be approved as presented."
Carried.

CEO/ Librarian Patricia Reed discussed the possibility of a future Teen Advisory Committee.

Adjournment

- 09.11.23 Moved by: Gloria Fernandes
Seconded by: Glenda Johnson
"That the ANPL Board meeting held November 13, 2023 be adjourned at 8:03 p.m. with a regular meeting to be held February 12, 2024, 7:00 p.m. at the Norwood Branch, or at the call of the Chair."
Carried



Chair



Secretary