



**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 October 16, 2023 at the ANPL Norwood Branch with the following persons in attendance:**

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

**Regrets**

- Linda Cardwell

**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.

No declarations were made.

**ANPL Board  
MEETING MINUTES  
October 16, 2023**

**Approval of the Agenda**

- 08.01.23 Moved by: Gloria Fernandes  
Seconded by: Tori Verkuyl  
"That the meeting agenda for October 16, 2023 be approved as presented."  
Carried

**Approval of the Minutes**

Meeting Minutes of September 11, 2023.

- 08.02.23 Moved by: Gloria Fernandes  
Seconded by: Glenda Johnson  
"That the minutes for the regular Board meeting held September 11, 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.

- 08.03.23 Moved by: Tori Verkuyl  
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 October 2023.

- 08.04.23 Moved by: Glenda Johnson  
Seconded by: Tori Verkuyl  
"That CEO Report October 2023 be received for information."  
Carried

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

- 08.05.23 Moved by: Gloria Fernandes  
Seconded by: Deputy Mayor Burt  
"That the Financial Report - Budget vs Actual September 2023 be received for information."  
Carried

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**Correspondence**

None.

**Presentations**

None.

**General Business**

CEO/Librarian Patricia Reed discussed the 2024 Remembrance Day Celebration.

CEO/Librarian Patricia Reed presented the following draft policies for Board review and consideration:

OP-15 Accessibility in the Library. DRAFT 2023

HR-11 Accessibility & Staff. DRAFT 2023

- 08.06.23 Moved by: Tori Verkuyl  
Seconded by: Gloria Fernandes  
"That OP-15 Accessibility in the Library. DRAFT 2023 and HR-11 Accessibility & Staff. DRAFT 2023 be approved as presented."  
Carried

CEO/ Librarian Patricia Reed presented the 2024 Draft Budget for Board discussion.

08. 07. 23 Moved by: Gloria Fernandes  
Seconded by: Glenda Johnson  
"That the proposed 2024 Draft Budget of \$209,007.00 be approved and provided to Council for final approval."  
Carried

**Adjournment**

- 08.08.23 Moved by: Glenda Johnson  
Seconded by: Deputy Mayor Burt  
"That the ANPL Board meeting held October 16, 2023 be adjourned at 8:45 p.m. with a regular meeting to be held November 13, 2023, 7:00 p.m. at the Westwood Branch, or at the call of the Chair."  
Carried

**ANPL Board  
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W. K. Ford  
Chair

A. Calder  
Secretary