

**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 21, 2024 at the ANPL Norwood Branch with the following persons in attendance:**

- Ashley Calder
- Krista Rutherford
- Glenda Johnson
- Linda Cardwell
- Deputy Mayor Burt
- Patricia Reed, CEO/Librarian
- Jordan Webb, Township of Asphodel-Norwood Treasurer

**Regrets**

- Gloria Fernandes

**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.

**ANPL Board  
MEETING MINUTES  
October 21, 2024**

**Approval of the Agenda**

- 07.01.24 Moved by: Deputy Mayor Burt  
Seconded by: Linda Cardwell  
"That the meeting agenda for October 21, 2024 be approved as presented."  
Carried

**Approval of the Minutes**

**Meeting Minutes of September 16, 2024.**

- 07.02.24 Moved by: Linda Cardwell  
Seconded by: Glenda Johnson  
"That the minutes for the regular Board meeting held September 16, 2024 be approved as presented."  
Carried

**Business Arising from the Minutes**

CEO/ Librarian Patricia Reed presented Draft ANPL Strategic Plan 2025-2028 for information. Final ANPL Strategic Plan 2025-2028 will be presented at November 11, 2024 Board Meeting.

**Reports**

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

- 07.03.24 Moved by: Glenda Johnson  
Seconded by: Linda Cardwell  
"That the Financial Report - Budget vs Actual September 2024 be received for information."  
Carried.

CEO/ Librarian Patricia Reed highlighted ANPL24-018 CEO Report October 2024.

- 07.04.24 Moved by: Glenda Johnson  
Seconded by: Ashley Calder  
"That CEO Report October 2024 be received by the ANPL Board for information."  
Carried

CEO/Librarian Patricia Reed presented ANPL24-019 2025 Board Meeting Schedule.

- 07.05.24 Moved by: Deputy Mayor Burt  
Seconded by: Krista Rutherford  
"That the 2025 ANPL Board Meeting Schedule be approved as presented."

**ANPL Board  
MEETING MINUTES  
October 21, 2024**

Carried.

**Correspondence**

None.

**Presentations**

None.

**General Business**

CEO/Librarian Patricia Reed provided information about Website Considerations.

07.06.24 Moved by: Linda Cardwell

Seconded by: Glenda Johnson

"That the Website refresh be completed in 2025 with Foxpress Design with quote as presented for \$6800.00 + HST, furthermore, the Board will utilize reserve funds in 2025 to cover the cost of the website refresh project."

Carried.

CEO/Librarian Patricia Reed discussed Volunteer Appreciation Event – November 4, 2024.

CEO/Librarian Patricia Reed discussed Board Volunteer Opportunities

- Halloween Family Fun Fest October 26 12:00 to 3:30 p.m. – inform Trish if you are available to volunteer
- Remembrance Day Snacks – looking for pre-packaged snacks to be donated, drop off at Westwood Branch on November 11, 2024 at 8am or arrange drop-off time with Trish
- Westwood Makers Market November 19 – inform Trish if you are available to volunteer
- Santa Claus Parade November 30 – decorate float the morning of the parade, looking for large pieces of cardboard


**Adjournment**


07.07.24 Moved by: Deputy Mayor Burt

Seconded by: Glenda Johnson

"That the ANPL Board meeting held October 21, 2024 be adjourned at 7:58p.m. with a regular meeting to be held November 11, 2024, 7:00 p.m. at the Westwood Branch, or at the call of the Chair."

Carried

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary