

**Asphodel-Norwood Library Board  
Minutes of Meeting  
October 17, 2022**

**Mission Statement**

**The Asphodel-Norwood Public Library supports and enriches the community by providing access to resources, programming, and interactive opportunities for lifelong learning and leisure**

The Asphodel-Norwood Public Library Board held its regular monthly meeting at Westwood Branch on Monday, October 17, 2022 at 7:00 p.m.

The following Board members were present:

Rodger Bonneau, Lori Burt, Maggie Brickell, Margaret Dawson, Mary Hay, Krista Rutherford,  
Regrets from Jane Bryenton  
CEO/Librarian Patricia Reed was also present.

**Call to Order**

Chairperson Krista Rutherford called the meeting to order and reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter coming before the Board. There were no declarations.

**Approval of Agenda**

**01.10.22 Motion**  
Moved by Rodger Bonneau      Seconded by Mary Hay  
That the Agenda be approved.  
Cd

**Approval of Minutes**

**02.10.22 Motion**  
Moved by Maggie Brickell      Seconded by Mary Hay  
That the minutes for the Regular Board Meeting of September 26, 2022 be approved.  
Cd

**Business Arising from the Minutes**

- Strategic Plan Update. - Patricia Reed updated the Strategic Plan with the Board.

**03.10.22 Motion**  
Moved by Lori Burt      Seconded by Maggie Brickell  
That the Strategic Plan update be accepted.  
Cd

## **CEO Report**

Patricia Reed, CEO/Librarian highlighted her report for September.

- 04.10.22 Motion**  
Moved by Mary Hay                      Seconded by Maggie Brickell  
That the CEO Report be received.  
Cd

## **Committee Reports**

### **Finance:**

May Hay reviewed the current financial report with the Board.

### **Personnel:**

No report

### **Policy:**

- Draft - OP - 01 Privacy Access Electronic Messages
- Draft - OP - 12 Circulation

Patricia Reed led a discussion on these updated draft policies.

- 05.10.22 Motion**  
Moved by Mary Hay                      Seconded by Rodger Bonneau  
That the draft policies OP - 01 and OP - 12 be adopted as presented.  
Cd

### **Property:**

Maggie Brickell will conduct a Walk Through of both Branches on October 26, 2022, looking at the facilities and noting any improvements that may be needed in the coming year.

### **Technology:**

No report

- 06.10.22 Motion**  
Moved by Lori Burt                      Seconded by Maggie Brickell  
That the committee reports be accepted.  
Cd

## **2023 Draft Budget**

CEO/Librarian Patricia Reed presented two draft budgets, for the Board to review. These plans will be updated and reviewed again at the November meeting.

## **New/Other Business**

- ANPL Volunteer Recognition - Monday November 28, 2022.

Patricia Reed outlined plans for this event to be held at 6:30 p.m at the Westwood branch.

- Movie Night - Rodger Bonneau discussed a proposed family Movie Night sponsored by the Lions Club and The Library to be held on November 25, 2022 at the Norwood Town Hall.
- Halloween Event - October 29 - Patricia Reed discussed the plans for this event at the Westwood branch with Volunteers meeting at 12 noon to prepare. There will be two sessions for registered families, starting at 12:30 and 2. P.M.
- Remembrance Day Event - The Board is not aware of plans for this event at present. Patricia Reed will contact the Legion and if a service is planned, refreshments will be provided at the Westwood branch.
- Santa Claus Parade - Patricia Reed updated the Board on this event to be held on November 26, 2022 in Norwood. Proposed plans were discussed for a float entry from the ANPL.

### Questions/Answers

Chairperson Krista Rutherford reminded the Board members that The Township of Asphodel - Norwood will be asking for volunteers for the Library Board for a four year term once a new Council is elected.

### Adjournment

**07.10.22**      **Motion**  
 Moved by Mary Hay  
 That the meeting be declared adjourned.  
 Cd

**Next Regular Board Meeting**  
**Monday November 14, 2022**  
**Westwood Branch, 7:00 p.m.**

  
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 Chairperson, Krista Rutherford

  
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 Recording Secretary, Margaret Dawson

