

**Asphodel-Norwood Public Library Board  
Minutes of Meeting  
Monday, October 19, 2020**

**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 by Zoom on Monday, October 19, 2020.

The following Board members were present:

Rodger Bonneau, Jane Bryenton, Maggie Brickell, Margaret Dawson, Mary Hay, Patricia Reed, Krista Rutherford. CEO/Librarian Kris Van Luven and Library Assistant Prudence Cameron-Jordon were also present.

**Call to Order**

Chairperson Mary Hay 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**

**01.10.20      Motion**  
Moved by Krista Rutherford                      Seconded by Patricia Reed  
That the Agenda be approved as circulated.  
cd

**Approval of Minutes**

**02.10.20      Motion**  
Moved by Rodger Bonneau                      Seconded by Maggie Brickell  
That the minutes for the Regular Board Meeting held September 14, 2020, be approved.  
Cd

**Business Arising from the Minutes**

**CEO Report**

CEO/Librarian Kris Van Luven highlighted her report.

The Library staff prepared a video on "How to build a Scarecrow" and shared it via social media to tie in with the Township's "Scarecrow Contest" initiative.

Kris Van Luven reported that the online story time is on hold.

It is hoped that the Asphodel Norwood Public Library newsletter will be available to patrons, by e-mail in early November.

The online registration for library cards is available on the Library's website. An information letter regarding online registration was forwarded to the local schools. There have been 17 new patrons registered as of this date.

As of this date, the Library has not been able to secure permission to proceed with the store front stories.

The Westwood book club will meet by Zoom in October.

Kris reported that the vendors for the Christmas Craft sale usually held at Westwood Branch are interested in holding the sale virtually this year.

Kris has applied for a grant from the Older Adults Centre Association of Ontario and the Government of Ontario. This money would allow the Library to provide a teleconference based program for seniors. This would take the place of the Seniors lunch and learn program offered in the past.

Kris's recommendation on level of service (currently Stage 2) was discussed. A suggestion was brought forward that perhaps we could think about Facetime browsing. After discussion it was decided that we remain 'status-quo' for now.

**03.10.20 Motion**

Moved by Rodger Bonneau      Seconded by Marg Dawson  
That the Library remain "status-quo" with respect to level of service for the present time.  
cd

**04.10.20 Motion**

Moved by Patricia Reed      Seconded by Maggie Brickell  
That the CEO Report be received.  
Cd

**Committee Reports**

Finance:

CEO/Librarian Kris Van Luven indicated that the Board has been asked to present a draft budget for November 24.

Kris reviewed the draft budget prepared and discussed with the Finance Committee, highlighting proposed changes from the 2020 budget and the year-to-date figures.

There was discussion about the need to project and record expenses related to COVID-19 safety measures.

The draft budget was reviewed, and action deferred until the November Board meeting.

Personnel:      No report

Policy:      No report

Property:      No report

Technology:      No report

**05.10.20 Motion**

Moved by: Marg Dawson      Seconded by: Patricia Reed  
That the committee reports be received.  
cd

**New Business**

Rodger Bonneau requested that Lori Burt, Deputy-Mayor and alternate Council representative to the Library Board, receive the monthly Agenda package.

In lieu of the annual Halloween party held at Westwood Branch, there will be treats outside the Westwood Library. In Norwood, the trick and treaters can come inside the Library and show their costumes and collect a treat bag.

**Adjournment**

**09.02.19**

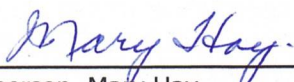
**Motion**

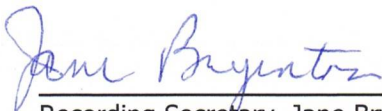
Moved by Krista Rutherford  
That the meeting be declared adjourned at 7:20p.m.  
cd

**Next Regular Board Meeting**

**Monday, November 9, 2020**

**By Zoom**

  
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Chairperson, Mary Hay

  
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Recording Secretary, Jane Bryenton