

*Minutes for Shelburne Public Library Board Meeting
Tuesday, December 17, 2024*

Present: Geoff Dunlop-Shelburne Lindsay Wegener-Shelburne
James Hodder-Shelburne Tricia Field-Shelburne
Patricia Clark-Mulmur (on Zoom) Susan Graham-Amaranth
Ruth Plowright-Melancthon (on Zoom) Sharon Martin-Mono

Also Present: Rose Dotten, CEO/Head Librarian

Regrets: Mikal Archer-Shelburne

The Chair, Geoff Dunlop, called the meeting to order at 6:00 pm, December 17, 2024.

Reading of Land Acknowledgement:

“We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy. These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

Motion 46-24 P. Clark, S. Martin

Be it resolved that we approve the Agenda, as amended, of the December 17, 2024, meeting.

Carried

Motion 47-24 P. Clark, J. Hodder

Be it resolved that we approve the minutes of the board meeting, as amended, dated November 18, 2024..

Carried

Motion 48-24 R. Plowright, S. Graham

Be it resolved that we approve the Accounts Payable Register for November, 2024, with invoices and payments in the amount of \$34,154.96;

Carried

CEO/ Head Librarian’s Report:

o **Statistics—Including Social Media and e-resources**

Attached is a summary of the Monthly Statistics for November, 2024.

o **Programming-**

• **Children’s Programming continues: –**

Children’s programming will continue with Lego Time on Wednesday afternoons, morning Story Time every Friday morning, and Books & Babies and STEM will continue throughout the year and started again in October.

- School Visits: these in-person visits by students from some of the public schools will be continuing, having started on October 1, 2024;
- Tween Programming continues—various programs such as STEM programming, “Among Us”, “Booking It” and Board games will continue on various Fridays into November. In December, “Booking It”, Gingerbread

Houses, Board Games and Colouring will be held on various Fridays, and movie nights will be held on Nov 19/24, and Dec 10/24, at 5 pm, with a steady supply of popcorn!

Adult Programming:

- **Archivist on the Road**—Laura Camilleri, Archivist, from MOD, continues to come in once a month during 2024. Laura was in the Library from 10 am to 5 pm, upstairs on November 26/24. More programs will be held in the new year.
- **Dufferin County Canadian Black Association (DCCBA)**—Alethia O’Hara-Stephenson partnered with us to promote contributions of the No. 2 Battalion during the Great Wars. There were banners up in the lobby, as well as upstairs in the library. An event honouring these contributions was held here on November 9/24, at 12 noon.
- **Coffee, Conversation & Books**—The next one will be held on Wednesday December 18/24 at 7 pm, in Orangeville. The author will be Cynthia Young, local author, historian and storyteller.
- **Rose’s Book Club**—the 4th Tuesday of each month—The November meeting was held Nov. 19/24, a week earlier than usual because the Vaccine Clinic was be here on Nov. 26/24. The December meeting will be cancelled as it was too close to Christmas.
- **“Get Crafty” sessions:** Crafters come to the library weekly to work on various crafts with other crafters every Tuesday from 2 – 4 pm. One of our volunteers, Anne Crowder, and Rose, coordinate this program, and the attendance has been high and continues to grow every week.
- **Tech Help**—The program “Seniors Helping Seniors”, involves volunteer seniors helping others. We have a number of seniors helping other seniors, by appointment, with numerous tech issues. Usually on Thursday evenings and Friday afternoon.
- **Silent Auction and Book Sale**—We have not yet calculated the amount raised at the Silent Auction but will know by the January, 2025, meeting.
- **Inter-Library Loan (ILLO)**--Due to the postal strike, we have had to stop doing the ILLO’s until such time as we are able to send and receive the mail. We can process them but we can’t send or receive. The staff gets called daily about this by patrons and are trying to get patrons to use the Libby or Hoopla apps to get the materials they need.
- **WDG’s Flu and Covid Clinic**—There was a flu and Covid clinic here at the library on November 26/24 from 1:30 to 4 pm in the KTH Room. People are required to book in advance to get a vaccine.

Business

- **Discussion of Pay Equity Report from Ward and Uptigrove**

Motion 49-24 S. Graham, T. Field

The Board moved into a closed meeting at 7:00 pm, pursuant to Section 16.1(4) OR 16.1 (5) of The Public Libraries Act, R.S.O. 1990, as amended, for the following reason: Personnel

Carried

Motion 50-24 T. Field, S. Graham

That we rise from in-camera at 7:07 pm with no report, and to proceed as directed.

Carried

Motion 51-24 P. Clark, R. Plowright

In view of background information and recommendations arising from the Ward & Uptigrove 2024 Compensation Review: Be it resolved that: Shelburne Public Library implement the Town of Shelburne approved annual cost of living adjustment retroactively for 2024 at a cost of approximately \$6,046.00.

Carried

Motion 52-24 L. Wegener, S. Martin

Resolved, that the SPL Board approve the financial report as relates to personnel as presented by CEO, Rose Dotten.

Carried

- **Report on Silent Auction**

Again, another highly successful Silent Auction was held on Saturday, November 23, 2024. There were some unique and really interesting items that were for sale and our patrons and friends came through again with their support. After we have fully calculated what we made, it will be reported at the January, 2025 meeting.

- **Year end motions required by the Treasurer**

Motion 53-24 J. Hodder, T. Field

1. To authorize transfer of \$55,196.95 from Special Projects reserve to fund the purchase, installation, and initial book order of the community book pickup Kiosk.
2. To authorize transfer from collections reserve sufficient to match budgeted expenditure on collections of up to \$55,000.00.
3. To authorize any year end surplus/deficit be allocated to the Operating Reserve fund.

Carried.

- **Correspondence**

Motion 54-24 J. Hodder, S. Martin

Be it resolved that the Board of the Shelburne Public Library recognize the work of the volunteers by recording their names in the minutes of December 17, 2024, as an expression of our appreciation.

Carried

The volunteers are as follows, with a total of 412 volunteer hours during 2024.

**Brenda Carling
Anne Crowder
Cathy Earle
Kathi Fisher
Sharon Grant
Torrin Jamieson
Janice Newton
Anna Nunes
Kally W-Nicholson**

**Althea Alli
Beverley Farmer
Mandy Fox
Jacob Honing
Annalea Kidd
Deondre Reynolds**

Motion 55 -24 S. Martin, P. Clark

That we now adjourn at 7:21 p.m., to meet again January 21, 2025, at 7 pm., or at call of the Chair.

Carried

The meeting was followed by the Annual Board Christmas dinner.

Monthly Statistics 2024

November 2024

	Physical Collection		Monthly Traffic		Facebook		Instagram		YouTube		Overdrive		Hoopla		PressReader		Ancestry		Library/Aware			
	Total Circulation	Monthly Traffic	Post Engagements	Page Likes	Post Engagements	Followers	Views	Subscribers	Checkouts	Total Circ	Issues Opened	Searches	Library News	Teen News	Children's News	Rose's Book Club	Get Crafty					
January	3846	na	385	1154	162	932	80	298	1815	307	347	0	8493	0	284	33	na					
February	3955	na	655	1155	1149	946	55	297	1630	288	52	0	10622	0	283	33	na					
March	4227	na	546	1157	1237	962	211	297	1859	336	91	162	12925	0	566	33	na					
April	4431	3088	509	1158	5577	979	38	296	1490	313	96	0	10698	0	852	33	na					
May	4274	3829	747	1161	171	984	48	296	1719	296	67	0	12718	0	287	0	94					
June	4051	3330	624	1165	112	990	111	296	1616	311	167	16	8597	0	288	36	137					
July	5234	4602	585	1167	194	997	65	295	1686	309	137	0	10680	0	366	0	117					
August	4926	3779	779	1169	111	1009	46	296	1635	391	211	0	15008	0	1086	0	120					
September	4791	2914	442	1168	234	1113	77	296	1556	358	181	0	10601	0	361	37	125					
October	4407	3666	97	1171	97	1017	94	296	1748	324	186	0	12637	0	0	0	133					
November	4346	3890	757	1172	1774	1020	86	296	1713	360	205	0	12949	0	360	37	134					
December																						

November 2023	3855	NA	293	1132	173	921	92	300	1584	270	249	22	8336	0	578	32	NA
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