

Stormont, Dundas and Glengarry County Library Board

Minutes

January 16, 2025, 5:00 p.m.

Alexandria Branch

170A MacDonald Blvd., Alexandria ON

Members Present: Margaret MacDonald, Chair; Tony Fraser, Vice-Chair; François Landry; Lachlan McDonald; Jason Broad; Jim Algire; Jo-Anne McCaslin

Staff Present: Rebecca Luck, Director of Library Services; Maria Steffen, Communications and Marketing Coordinator; Iris Clark, Library Services Assistant (Alexandria Branch)

1. **Call to Order** – Meeting was called to order at 5:07pm.

2. **Adoption of Agenda**

Moved by François Landry

Seconded by James Algire

That the Stormont, Dundas and Glengarry County Library Board approves the Meeting Agenda, as presented.

CARRIED

2.1 **Additions, Deletions or Amendments**

3. **Declaration of Pecuniary Interest** – None

4. **Adoption of Minutes**

4.1 **Library Board Regular Meeting Minutes - November 21, 2024**

Moved by Tony Fraser

Seconded by Jason Broad

That the Stormont, Dundas & Glengarry County Library Board approves the Minutes of the November 21, 2024 regular meeting, as amended.

CARRIED

5. Delegations

Iris Clark, Library Services Assistant at the Alexandria branch, provided the Board with a quick overview of the branch.

6. Consent Items

Moved by Jo-Anne McCaslin

Seconded by François Landry

That the Stormont, Dundas and Glengarry County Library Board approves all items listed under the Consent Items section of the Agenda, as presented.

CARRIED

6.1 Statistical Summary (Circulation) - November & December 2024

6.2 Statistical Summary (Quarterly) - October-December 2024

6.3 Statistical Summary (Full) - 2024 Year End

6.4 Financial Report - 2024 Year End

6.5 Branch and Supervisors Reports - November & December 2024

6.6 Communications & Marketing Report - November & December 2024

Board members requested that the upcoming Communications and Marketing quarterly report include a graphical representation of website metrics.

6.7 Community Librarian Report - November & December 2024

6.8 Technical Services Report - November & December 2024

6.9 Director of Library Services Report - November & December 2024

Board members would be interested in receiving information regarding upcoming branch inspections and a statistical summary regarding the number of days lost due to health and safety concerns.

6.10 Correspondence

7. Action Items

7.1 Communications and Marketing Plan

Moved by Lachlan McDonald

Seconded by François Landry

That the Stormont, Dundas, and Glengarry County Library Board approve the 2025 Communications and Marketing Plan, as presented.

CARRIED

8. Discussion Items

8.1 Library Board Self-Evaluation – Results

The Director of Library Services to reword question B3. Self-evaluation to remain available as an electronic form.

8.2 Holiday Outreach and Pages for Presents

8.3 Reciprocal Borrowing - North Grenville

8.4 Temporary Library Access - The Nation

Board members expressed their desire to provide temporary library access to the residents of The Nation. However, Board members do not wish to assume the management of The Nation's library services.

8.5 Review of Express Depots

9. In Camera

10. Adjournment

Moved by Tony Fraser

Seconded by Jo-Anne McCaslin

That the Regular Meeting of the Stormont, Dundas and Glengarry County Library Board be adjourned, to meet again on February 26, 2025 at 5:00pm at the Williamsburg Branch, or at the Call of the Chair.

CARRIED

Board Chair/Vice Chair

Secretary