

**MINUTES of Town of Vermilion Library Board  
Annual General Meeting  
for October 25<sup>th</sup> @ 7pm**

**1. Call to order:** An annual general meeting of the Town of Vermilion Library Board was held on October 25<sup>th</sup> @ 7pm, Justin Thompson chairing.

**Attending:** Brad Gallamore, Kirby Whitlock, Alva Andersen, Justin Thompson, Anna Giesbrecht, Maxine Hancock, Joshua Rayment. **Regrets:** Richard Yaceyko, Joan Mudryk.

**2. Agenda:** *Joshua moves the adoption of the agenda as presented. Carried.*

**3. Minutes:** *Anna moves the adoption of the Sept. 21, 2023 minutes as circulated. Carried. Alva moves the adoption of the Sept 25, 2023 minutes as circulated. Carried.*

**4. Elevator:** The library has firmed up \$60,000 in funding for the elevator project of a projected total cost of \$132,000. Grant outcomes for CFEP and UFA will be announced in late November. 3 new grants will be applied for in Q1 2024.

**5. Chair Report:** Past: Created a stakeholder-led plan of service and increased efficiencies in operations. Present: Making data-driven decisions and Effective Policies. Future: Increasing Access and Improved services. Plan a service report was shared on various service goals with the library meeting or positioned to meet them by 2025.


**6. Public Commentary:** No public commentary was shared or recorded

**7. Library Usage Report:** The library serves 768 cardholders. 36,369 items has been borrowed so far in 2023. The average borrowers has taken out 52 items between January and September 2023. The average cardholder borrowed around \$710 worth of material in the reporting period.

**8. Financial Report:** A review of 2023 actuals was shared noting considerable overages in Collections and Programs (>\$7000 overage) due to outside purchase expenses and pre-paid grant spending, and Capital Programs (>\$13,000 overage) due to FOVPL funded expenses like the photocopier and capital projects like the elevator tender file). The 2024 budget was presented requesting \$257,500 from the Town of Vermilion and \$48,750. If the County contributes this amount membership fees will be dropped. *Anna moves the adoption of the reports. Carried.*

**9. Bylaws:** Recent amendments at the September meeting were reviewed including the addition of 3D printing rates as per NLLS, revision of meeting frequency and striking a requirement for county land locations on cardholder forms. *Anna moves the adoption of the bylaws for second reading. Carried.*

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Public Library

**10. Elections:** Anna nominated Justin as chairperson and Justin accepts. No other nominations received Justin is named chairperson by acclamation. Kirby nominates Anna for treasurer and Anna accepts. No other nominations received Anna is treasurer by acclamation. Anna nominates Alva as vice chair and Alva accepts. No other nominations received Alva is vice chair by acclamation.

*Anna moves that Alva Andersen be added as a signing officer and Brad Gallamore removed as a signing officer from the library's Vermilion Credit Union and Scotiabank accounts. Brad seconds. Carried.*

Caroline Martin, Leanne Martin, and Margaret McCormack have expressed interest in joining the Town of Vermilion Library Board for any term the board wishes to appoint them to. The chair will hold an email vote to discuss appointments in November.

The library board has received a resignation notice from Maxine Hancock. The board thanks Maxine for her tremendous work in the past 2 years in her role on the advocacy, policy, and plan of service committees.

**Next Meeting:** November 29<sup>th</sup> @ 7pm

Approved On: December 6, 2023

Board Chair: 