



**MINUTES of Town of Vermilion Library Board
for March 27, 2024 @ 7pm**

1. Call to order: a business meeting of the Town of Vermilion Library Board was held at the Vermilion Public Library on March 27, 2024 @ 7pm, Justin Thompson chairing.

Attending: Carolyn Martin, Margaret McMillan, Justin Thompson, Anna Giesbrecht, Richard Yaceyko, Stuart Pauls. **Regrets:** Leanne Martin, Alva Andersen, Joshua Rayment, Kirby Whit-lock, Brad Gallamore

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

3. Minutes: *Richard moves the adoption of the January 31, 2024 minutes as circulated. Carried.*

4. Ideas Hub: Stuart presented a revised format to track ideas and colour code status of the identified projects. Board accepted the format and will be presented at each meeting for review.

5. Reports: Chairperson: Correspondence received from Minister of Municipal Affairs on operating grant funding remaining stable and library service awards. Board will consider projects for submission after completion. Manager will investigate if NLLS will host another chair roundtable. Manager: Copier cost mitigation report will be reviewed by finance committee. The elevator tender is live and ends April 2. A facility audit was done concerning accessibility, Stuart will implement changes recommended and arrange for staff training on fall assistance.

Treasurer: New Scotiabank savings account was opened. Notable expenses in the month include the panel monitoring service, insurance premium, and LAPP Audit. No capital expenses or irregular revenue in the reporting period.

Plan of Service: Committee elected Justin to chair role, revised the checklist reporting frequency, identified an evaluation process for ideas, and recommends a 1 pager idea hub sheet.

Advocacy: Committee elected Carolyn to chair role, developed workplan on budget presentations and advocacy opportunities and recommend a fact-finding meeting with CVR CAO in May on the budget amount and timing. Development of a formal board statement and queries tabled to April meeting.

Anna moves the adoption of the reports as presented. Carried.

6. Business Breakfast Discussion: Stuart reviewed collected data on the networking event. 47 attended in total. Feedback will be collected and incorporated into the POS checklist document.

Adjournment: Justin moves to adjourn at 8:40pm.

Next Meeting: April 24, 2024

A handwritten signature in black ink, appearing to read "J. Thompson", is written over the "Next Meeting" line.