

**Huntsville Public Library**  
**Library Board Minutes**  
**December 13, 2022 /9:30 am / Zoom Meeting**

Present: David Purchase (Chair), Tyler Ellis, Linda Leckie, Ray Love, Christine Passarello

Regrets: David Tremblay (CEO/Chief Librarian)

1. Call to Order: 9:30 am

It was decided to carry on with the meeting without the presence of the CEO/Chief Librarian. . Matters requiring input or decisions will be dealt with and other matters will be postponed until a new meeting early in January.

2. Approval of Agenda: Motion: Linda Leckie. Seconded: Christine Passarello. Carried

3. Declaration of any conflicts of interest: none

4. Approval of minutes from Board Meeting Nov.8,2022: Motion: Christine Passarello. Seconded: Linda Leckie. Carried

5. Business Arising from the minutes.

a) Community Survey Analysis.

Discussion raised several points which the new board should look at in the coming year. These included, age and location differences in number of responses, the general positive nature of the responses, and the frequency of suggestions for extended library hours, an outside space as part of the building, use of a library van for service in the community, and extended virtual services. This discussion will continue at the next meeting.

b) 2023 Budget timeline.

The Town Council will deal with budget proposals in January.

c) Algonquin Health Team Agreement

The lease for the Annex has been signed. It is still not known when the renovations will start.

6. Committee Reports & Business Arising from Committee Reports

a) Chair Report. The following documents were provided for board information:

1. updated Huntsville 2021 Census Data
2. HPL Planning and Policy Review chat for 2023
3. updated Library Board Committee Structure

A written review of the four years of the term of the current board covering where we have been, where we are and where we are going was presented

b) CEO Report. Deferred until the next meeting

c) Monthly Finance Report. There were no issues or concerns with the last budget figures. It was noted that the 2022 Provincial grants are finally coming.

d) Youth Services Librarian and Community Engagement Coordinator 's written reports were received and no questions were raised.

e) Friends of the Library Update. David Purchase reported on the Friend's December 1 meeting.

f) Board Development Committee year end board review.

Linda Leckie reported on the results of the annual board survey .It was generally positive with some concerns about the timing of meetings, the committee structure, and the nature of future board meetings in terms of timing and format.

Motion to approve Committee Reports: Ray Love. Seconded Linda Leckie

7.New Business.

a) New Board Applications.

Applications for the new board will be available shortly with a deadline application date of January 16, 2023. The town council will decide on or soon after January 25. The library Board Development Committee will meet to go over the applications sometime between January 16 and 25. This meeting will be open to all current board members.

b) Policy Review.

The Fees Schedule for 2023 review was put off until the January board meeting.

The 2023 Library Closures motion:: Tyler Ellis. Seconded Ray Love. Carried

8.Roundtable. Holiday greetings and wishes were exchanged. Board Chair, David Purchase, was directed on behalf of the board to send a message of welcome to Monty Clouthier, the new council representative on the library board.

9. Date of next meeting. Tuesday January 10 -9:30 am

10Adjournment. Motion: Christine Passarello. Carried - 10:05 am