



Location: Main Library



Date: May 22, 2024



Time: 5:00pm

Board Meeting Minutes

Attending: F. Mensink (chair); N. Campbell; D. Charlton; L. Li; J. Murphy; Councillor J. Wright; M. Kelly (virtual)

Regrets: K. McManus; R. Chambers

Staff: K. Kipfer (CEO); L. Dick (Deputy CEO); A. Kipfer (Manager, Marketing & Communications); L. Jupan (Manager, Finance)

1. Call to Order

1.1 Land Acknowledgement – N. Campbell

2. Approval of the Agenda

Moved by D. Charlton, seconded by L. Li that the agenda be approved.

Motion carried

3. Disclosure of pecuniary interest and the nature thereof - none

4. Approval of the minutes of the regular March 27, 2024 meeting

Moved R. Chambers, seconded by N. Campbell that the minutes of the regular March 27, 2024 board meeting be approved.

Motion carried

5. Business arising from the minutes – none

6. Staff Report

6.1 Fundraising – A. Kipfer presented an overview of past fundraising campaigns and outlined a future focus on increasing monthly donors.

7. Chair Update – none

8. Correspondence – none



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9. Committee Reports

9.1 Finance – J. Murphy

Moved by J. Murphy, seconded by N. Campbell that the 2023 Audited Financial Statements be approved.

Motion carried

Moved by J. Murphy, seconded by L. Li that the board accept the March 2024 financial statements for informational purposes.

Motion carried

10. AMCC Update – K. Kipfer

- Project kick off meeting will be May 31, 2024

11. CEO Report – K. Kipfer

In her written submission distributed with the board package, K. Kipfer highlighted the following:

- May saw the launch of our Get Growing strategic initiative. This environmental literacy initiative included our new seed library, several programs including the Roots and Shoots Day of Action and our grow towers.
- The library received over 100 submissions from young writers participating in our Teen Writing Contest.
- We have selected a vendor for the service desk contract at the Main Library. The successful vendor will bring the concept drawings to life for a new customer service desk in the lower level lobby, the children's area and the information desk on the second floor. In a related project, we will be creating a lounge seating area and power wall display on the second floor as well as installing a bring your own device bar along the windows in the Caroline Street alcove.

12. Other Business - none

13. In Camera - waived

14. Date of Next Meeting – June 26, 2024



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15. Adjournment

Moved by J. Wright, seconded by J. Murphy that the meeting was adjourned.

Motion carried