



**MINUTES of Town of Vermilion Library Board  
January 25, 2023 @ 7pm**

**1. Call to order:** A business meeting of the Town of Vermilion Library Board was called to order at 7:05pm at the Vermilion Library, Justin Thompson chairing.

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

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

**3. Minutes:** *Richard moves the adoption of the December 7/22 minutes. Carried*

**4. Reports:**

**Chairperson Report:** LAPP, AMSC benefits, and snow removal agreements were finalized. Correspondence received from Municipal Affairs concerning new sustainability grant. County of VR sent us \$14,600 in 2022 funding. All board members were reappointed by council as recommended. Outstanding committee business: Personnel committee to conduct manager review, policy committee to develop pension policy. *Maxine moves that the manager draft a letter of thanks to County of VR concerning increase in funding. Carried.*

**Manager Report:** Repairs to facility were completed concerning a car collision with the north-east part of the building. UCG submitted the tender documents on January 25<sup>th</sup>. A new financial routine has been adopted that complies with auditor recommendations on fraud control. Treasurer will sign a cheque run report monthly. Town of Vermilion will provide a requisition of \$249,500 in 2023 in monthly installments of \$18,000 except for the first month which will be \$49,500. Manager recommends that the library request town transfer contingency funds to the library to provide improved cash flow. A summary of recent programs was shared.

**Treasurer:** A summary of finances to date was presented for December 2022. *Anna moves that the library request town administration to disburse all contingency and library reserve funds to the library at their earliest convenience. Richard seconds. Carried.*

**Committees:** Fundraising committee presented a final report on fall funding drive. The drive raised \$2,028 in funds, with a net gain of \$1,644. Friends of VPL will provide \$5,500 in funding for a new copier, vinyl cutter, stud finder, laser level, and facility clocks. Brad will report to Friends as the board representative. Friends approved video game system for purchase but hardware has yet to be sourced. Remaining 6,000 in funds likely to be spent on microfilm digitization, shelving, video game system or collection development. *Anna moves the adoption of the reports as presented. Carried.*

**5. UCG Tender Documents:** A high level overview on the tender was shared. UCG predicts a cost of \$132,000 - \$145,000 to furnish and install the accessibility lift. Trustees to review the tender package and decide on an option at the next board meeting. Manager to prepare grant options for next meeting.



**6. Annual Report:** A high level overview of the annual report statistical data was shared. Trustees to review data, suggest a list of accomplishments and trends in the year and approve report at the next meeting board meeting.

**7. Ideas Hub:** Justin noted the success of a video games room at urban libraries. Justin noted that holds pickup locker service is a valuable service but we need more detail on solutions. Brad suggested that the library acquire a home toolkit and other useful household items that may not be worth owning but you still need.

**8. Adjournment:** *Justin moves to adjourn at 9:05pm.*

**Next Meeting:** February 22, 2023 @ 7:00pm

**Approved:** February 22, 2023

**Board Chair:** *Justin Payer*