



**MINUTES of Town of Vermilion Library Board
for August 30th @ 7pm**

1. Call to order: a business meeting of the Town of Vermilion Library Board was held at the Vermilion Public Library on August 30th @ 7pm, Richard Yaceyko chairing.

Attending: Richard Yaceyko, Brad Gallamore, Kirby Whitlock, Alva Andersen, Joshua Rayment, Stuart Pauls and Justin Thompson. Guest: James Macdonald.

Regrets: Joan Mudryk, Djesihre Rippel, Anna Giesbrecht, Maxine Hancock.

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

3. Minutes: Alva moves the adoption of the June 28th minutes as circulated. Carried.

4. NLLS Delegation: James Macdonald, director of NLLS provided an overview of recent board NLLS business concerning the recently approved budget at their August meeting. Updates include use of the 2019 population figures, a 1.5% increase in the levy from \$5.31 to \$5.39 per capita. James noted that NLLS has considerable reserves ~\$500,000 more than necessary according to their reserve study. November 9+ 10 is the conference: stronger together. 9th is a board development day 10th is staff day. NLLS will update all public computers with Microsoft office licenses.

5. Reports:

Manager: UFA grant submitted with help from Alva. Sustainability grant deliverables are 50% of the way to completion. FOCUS food proposal has been set with help from Anna. Fall ad campaign promoting LinkedIn learning database will launch in September. New library of things shelving should be live in late September. SRP was a great success with 87 participants. Town developed a reserve study for the library. Manager recommends that a new MOU be developed between the town and library to govern facility and capital issues.

Justin enters the meeting at 740pm, Richard continues to chair.

Chairperson: Rotary presentation by Justin, Anna and Stuart in July went well. Outstanding committee business include the draft budget, salary grids, bylaw review, service plan update template, and advocacy plan for the fall. Funding letters will be developed in mid September.

Treasurer: No major sources of revenue or capital expenses were recorded in the reporting period. Reserve balance is \$91,659 chequing account \$78,401 and savings account \$5.27

NLLS Board: The NLLS passed the budget at 1.5% increase. This will be lower than what we currently pay when considering the new population list used for per capita calculations. Justin requests a copy of the NLLS and PLS budget to compare figures.

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

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6. Fall Fundraising and meetings: Joan has completed the letter template. Justin and Anna shall develop the letters by the next meeting. Manager will develop a report on service clubs, meeting times, and assist in scheduling delegation meetings. County and Town will be consulted by manager for ideal meeting times for fall budget meetings.

7. Vermilion Cultural Festival: The festival is September 23 11-4pm and September 24th 12-3pm. The library will form a delegation of staff and board members to run an information table promoting the library as a place for everyone.

8. 3D Printing Proposal: *Joshua moves that the library board approve the proposal from NLLS on 3D printing. Carried.* Manager to review policy and procedural update required to implement this program and contact NLLS to enable this feature on our website.

9. Informational:

- A reserve fund study was circulation to trustees to review
- The Focus Street Jamboree plan was circulated for review

Adjournment: Richard moves to adjourn at 830pm.

Next Meeting: September 21 @ 7pm

Approved: September 21, 2023

Board Chairman: _____