



Library Board Annual General Meeting

Monday, February 24, 2020

At 4:30 pm

James L. McIntyre Centennial Library – Program Room

AGENDA

1. Call to Order/Quorum
2. Election of Board Officials (CEO)
 - 2.1. Election of Chairperson
 - 2.2. Election of Vice-Chairperson
 - 2.3. Congratulations to Chairperson and Vice-Chairperson
3. Approval of the agenda of the Annual General Meeting
4.
 - 4.1 Minutes of the Annual Meeting of March 4, 2019
 - 4.2 Matters arising from the Minutes of the Annual Meeting of the March 4, 2019
5. Resolution to Ratify the Action of the Board

MOTION:

Whereas the Board for the Sault Ste. Marie Public Library has acted on behalf of the combined membership over the past year, therefore be it resolved that the Library Board members, at the Annual General Meeting of Monday February 24, 2020 ratify, sanction and confirm all acts, covenants and proceedings made or taken or entered into on behalf of the Board and CEO during the past year.

6. Appointments to Board Committees
 - 5.1 CEO Evaluation Committee
 - 5.2 Facilities Committee
 - 5.3 Policy Committee
 - 5.4 Financial Committee
 - 5.4 Any other committees the Board determines appropriate to strike
7. Annual Report

8. Friends of the Library
8.1. Nina Pine on behalf of the President, Susan Hall

9. Delegates (if any present)

10. Adjourn Annual General Meeting

Next Annual Meeting: Monday, February 22, 2021

**Sault Ste. Marie Public Library
Library Board
ANNUAL GENERAL MEETING
Monday, March 4, 2019
Centennial Library – Program Room**



Board Members Present:

Erin Ferlaino	Frances Ryan
Sara McCleary	Richard Wark
Steve Murray	Wayne Greco
Elspeth Belair	

Library: Matthew MacDonald, Chris Rumas, Helena Huopalainen, Sharon Wigney

Media: N/A

Guests: Sue Hall – President of the Friends of the Library, Dick Brown

Regrets: Luke Dufour, Kevin Harrison

1. Call to Order

E. Belair, Board Chair, called meeting to order at 4:33 p.m.

2. Approval of the Agenda of the Annual General Meeting

MOTION:

The Sault Ste. Marie Public Library Board approves the agenda of the 2019 Annual General Meeting as presented.

Moved: W. Greco

Seconded: S. McCleary

CARRIED

3. 2018 Annual General Meeting

3.1 Minutes of the Annual General Meeting

MOTION:

The Sault Ste. Marie Public Library Board accept the minutes of the February 2018 as amended.

Moved: F. Ryan

Seconded: W. Greco

CARRIED

3.2 Matters arising from the Minutes of the Annual Meeting of February 26, 2018

None

4. Resolution to Ratify the Action of the Board

MOTION:

Whereas the Board for the Sault Ste. Marie Public Library has acted on behalf of the combined membership over the past year, therefore be it resolved that the Library Board members, at the Annual General Meeting of Monday March 4, 2019 ratify, sanction and confirm all acts, covenants and proceeding made or taken or entered into on behalf of the Board and CEO/Director of Public Libraries during the past year.

Moved: R. Wark

Seconded: F. Ryan

CARRIED

5. Appointments to Board Committees

5.1 Evaluation Committee

5.2 Facilities Committee

5.3 Policy Committee

5.4 Any other committees the Board determines appropriate to strike

MOTION:

The Sault Ste. Marie Public Library Board strike the Strategic Planning Committee.

Moved: F. Ryan

Seconded: None

DEFEATED

MOTION:

The Sault Ste. Marie Public Library Board strike the Finance Committee.

Further, be it resolved that the following Board Members sit on the newly struck committee for 2019:

E. Belair
R. Wark

S. Murray

Moved: F. Ryan

Seconded: R. Wark

CARRIED

MOTION:

Resolved that the following Board Members sit on the Board's Committees for 2019.

Evaluation Committee

Elspeth Belair Frances Ryan Wayne Greco Richard Wark

Facilities Committee

Elspeth Belair Luke Dufour Sara McCleary Steve Murray

Policy Committee

Elspeth Belair Sara McCleary Erin Ferlaino Frances Ryan
Richard Wark

Finance Committee

Elspeth Belair Steve Murray Richard Wark

Moved: R. Wark

Seconded: S. Murray

CARRIED

6. Annual Report

M. MacDonald thanked both the Sault Ste. Marie Public Library staff, volunteers, and The Friends of the Library in 2018, and introduced the following Library staff members:

- Helena Huopalainen – Manager of Community Engagement
- Chris Rumas – Manager of Digital Literacy
- Sharon Wigney – Manager of Public Services

M. MacDonald then gave a brief presentation highlighting some of the 2019 Annual Report.

Highlights:

- Front cover and inner graphic design created by SSMPL member Amanda Turco.
- SSMPL has partnered with the Ermatinger-Clergue National Historic Site to provide a Partnership Community Engagement Pass that can be borrowed from the Library with your library card.

- M. MacDonald would like to see additional community partnerships in the future.
- C. Rumas confirmed social media presence has greatly increased thanks to Social Media Intern, Joshua Richards.
- eBook circulation has increased by approximately 20% over last year at 47,398.
- Katie Huckson received the Excellence in Technology and Innovation award as part of the Digital Creator North Partnership at the Ontario Library Service – North Banquet.
- Collections circulation decreased slightly, but borrowed physical items remain the bulk of the Library’s circulation at 196,727.
- Digital Creator Labs are not included in Teen Program statistics because it is a partnership.
- 1035 items were added to the Archives collection.
- “Remember This” articles are posted on SooToday every Sunday morning. 2018’s top viewed article received 16,900 views.

A spelling error for a name was found on page 11, and the section on Visiting Library Service on page 12 was recommended to include (VLS) to identify the term the following graphic.

MOTION:

The Sault Ste. Marie Public Library Board accepts the 2018 Annual Report as amended.

Moved: F. Ryan

Seconded: S. McCleary

CARRIED

7. Friends of the Library

7.1 Susan Hall, President of the Friends of the Library gave a brief presentation highlighting some of their efforts in 2018.

Highlights:

- Presented with an award from Community Living Algoma for its community partnership.
- Income has increased every year for the past three years.
- Over \$2,000 in revenue each month for eleven of twelve months.
- At least 3,000 books were sold per month.
- Thousands of books were given away on the Free Cart and to the Community Soup Kitchen.
- The Friends of the Library are now on Facebook.
- Selling antique and collectible books online.
- Many library patrons have been introduced to the store, as a full punch card equals a free book.

- “Friends Members Only” half price sales on every first Saturday of the month have been very popular.

The Library Board thanked Susan Hall and all of the Friends for their continued support and hard work.

MOTION:

The Sault Ste. Marie Public Library Board accepts the 2018 Friends of the Library Annual Report as presented.

Moved: R. Wark

Seconded: S. Murray

CARRIED

The Friends of the Library presented a \$1000 cheque as a donation to the North Branch.

8. Adjourn Annual General Meeting

MOTION:

The Sault Ste. Marie Public Library move to adjourn the 2019 Annual General Meeting at 5:15 p.m.

Moved: F. Ryan

Seconded: W. Greco

CARRIED

The next Annual General Meeting is scheduled for February 24, 2020.

Chairperson, Library Board