

MINUTES
Hanover Public Library Board Meeting
Wednesday May 21st, 2025 at 6:00 pm
In the Saugeen Room, Hanover Civic Centre

Members: (X = present, A = absent, R = regrets, L = Expected late)

R Brenda Booth (chair)	X Kathi Maskell	X Alex Taylor (staff)
X Laurel Douma	X Jeannette Wilken (vice	
X Edwin Haas	chair)	
X Sue Paterson (council rep)	X Carolyn Caskanette (CEO)	

1. Jeannette Wilken called the meeting to order at 6:00 p.m. The Territory Acknowledgement was read by Jeannette Wilken.

2. Agenda:

- Carolyn Caskanette added board recruitment to section 7.

Moved by Sue Paterson and seconded by Kathi Maskell THAT the agenda be accepted with amendments.

CARRIED

3. Declaration of conflict of interest - None.

4. Board Education – Board recruitment

- Overview for requirements for approval to be on the library board
- Role of the Board discussed
- The library’s growth discussed, Board covered the fact that the library is a place for the community to grow and gather
- Present board believe they should seek individuals with a medical background, an individual who is a parent with young kids, a newcomer, someone in business, or a current educator.

5. Consent Agenda

Moved by Edwin Haas and seconded by Laurel Douma THAT the Consent Agenda items be accepted.

CARRIED

6. CEO Report:

- Meetings
 - Tariffs
 - Ontario Library CEOs got together to discuss impact
 - Budget worries shared among all
 - Fear that this will create a lack on cross border interaction between libraries and the information profession in general
 - Many of our current suppliers are American
- Updating our risk assessment
- MicroAge brought into the library to assess our technology
 - 2 computers are up-to-date
 - 8-10 computers need to be replaced
- New business continuity plan to be in place by end of year

- Email about information Freedom talk in Meaford
 - June 23, 1pm
- Volunteer fair
 - Recruit board member there
- Fundraising/sponsor for new computers
 - Book sale + plant sale + paperback pop-up are the only fundraisers each year
 - Alex to look for grants (maybe Trillium)
 - Consider taking money out of reserves
 - Carolyn to reach out to of the CEOs about ideas
- Catalogue was attacked by a crawler bot, have been in regular communication with company
- Laura-Lee asked for volunteers for summer kick off
 - Laurel and Kathi agreed to join

7. Matters Arising from the Minutes

- Land Acknowledgement
 - Edits come from the OLA
 - Discussion about having the treaty 45^{1/2} should be added
 - Discussed having multiple acknowledgments in order to address different concerns – Policy committee to meet in September to develop options
- Board message
 - Changes suggested

Moved by Laurel Douma and seconded by Kathi Maskell THAT the Board Message be accepted with the suggested changes. **CARRIED**

- MicroAge quote discussed

Moved by Edwin Haas and seconded by Sue Paterson to permit the CEO to use the services of MicroAge for IT support as required. **CARRIED**

- Children's Technology
 - Issues with the wording on the motion voted on during the February Board meeting discussed.
 - "Moved by Edwin Haas and seconded by Jeannette Wilken that funds be moved from reserves in order to allow CEO to make purchases towards painting and wall fixture, slat walls and display unit for bookcases, a kid's computer, a new logo and a new people counter. **CARRIED"**

Moved by Edwin Haas and seconded by Laurel Douma to reconsider the February 19th motion. **CARRIED**

- Discussion of the benefits of rescinding the motion or amending it Motion to amend “kids computer” to technology for children’s department”, moved by Laurel Douma and seconded by Kathi Maskell.

To read Moved by Laurel Douma and seconded by Kathi Maskell THAT funds be moved from reserves in order to allow CEO to make purchases towards painting and wall fixtures, slat walls and display units for bookcases, technology for the children’s department, a new logo and a new people counter. **CARRIED**

- Board recruitment
 - New application to the board was received but not accepted due to the applicant not being from Hanover.

Alex left to attend to library matters at 7:04pm and returned at 7:10pm.

8. Council Report

- Sue Paterson reported on recent council meetings
- Music in the Square starting up, library will be having events in conjunction during some of the events

9. Committee Reports

- **Personnel Committee**
 - OP 11 Information Services
 - New policy
 - Read to board in its entirety

Moved by Kathi Maskell and seconded by Edwin Haas THAT the board adopt OP 11 Information Services Policy. **CARRIED**

- **Finance Committee**
 - Slightly under our projections
 - Slightly higher on purchases
 - Contributing factors include: purchase of foot counter, purchase of Zoom, staff training, tariff threat caused unusual spending
 - Revenue, donations and fees are higher than expected
 - We have a grant coming in that will balance our issues

Moved by Edwin Haas and seconded by Laurel Douma THAT the Financial Report and Balance Sheet for the month of April 2025 be received for information.

CARRIED

10. Board Work Plan

- Charity tax return almost done
- Toni coming next month to speak with the board
- Summer kick off volunteers filled
- Paperback popup discussed
 - Volunteers organizing on the 26th

11. Adjournment

Next scheduled meeting is: Wednesday, June 18, 2025 at 6:00pm in the Saugeen Room of the Hanover Civic Centre.

Moved by Edwin Haas THAT the Board be adjourned at 7:30 pm.

Signed:

Secretary _____ Chair _____