

Ponoka Jubilee Library Board Minutes

December 16, 2021



Location: Ponoka Jubilee Library

Present: Current Board Members: Jeff Ramage [Chair], Laeta Morskate [Secretary], Sharon Rowland [Treasurer], Kathleen Terry, Jeffrey Hanger [Members at large], Cal David [Town of Ponoka representative].

Library Manager: Dan Galway

Regrets:

Alana Cissell, Theresa Theriault,
Unnamed [County of Ponoka representative]

Public Present:

1.0 Call to Order at 6:36 PM

1.1 Treaty and Land Acknowledgement

1.2 Adoption of Agenda

1.2.1 additions: 5.3 Strength and personality type sharing

Motion: to adopt the amended Agenda by Kathleen Terry. Carried.

1.3 Reading and adoption of November 18, 2021 minutes.

Motion: to adopt the Minutes as circulated by Sharon Rowland. Carried.

1.4 Review of Plan of Service Goal #3

1.4.1 Discussion around goal #3 of the current Plan of Service (Ponoka Jubilee Library will provide a central source of information for community events, programs, services and gatherings.)

1.4.2 Objective #1 (Residents will use the Ponoka Jubilee Library both online and in-person as a source of information for community events, programs, and services.) as stated in the plan of service, has not been met.

1.4.3 Discussion around the relevance of maintaining this objective in the new Plan of Service was had. Importance of streamlined accessibility of information around community events and services is agreed upon. Different avenues of how to establish this will be explored by Dan Galway and will be discussed more in future board meetings.

2.0 Finance

2.1 Financial Report for November 2021

2.1.1 Presentation of Financial Report for November 2021

Motion: to accept the Financial Report for November 2021 as presented by Laeta Morskate. Carried.

3.0 Librarian's Report

3.1 Statistics

- 3.1.1 Future presentation of statistics, the numbers will be compared to previous years, for better reference.

3.2 Operations

- 3.2.1 A Giving Forest is set up in the lobby.
- 3.2.2 In the last week of November Library staff had a “work bee” and completed 250 Community Gift Holiday Centerpieces. All have been distributed and receivers of this gift were very appreciative.
- 3.2.3 An additional 250 gifts to the community, consisting of a promotional item from all tenants of the building, were put together and are almost all gone at the time of this board meeting.
- 3.2.4 Payment of Canada Summer Jobs grant has been received in the amount of \$9105.00.
- 3.2.5 Dan Galway met with Dr. Nis Schmidt and his family, to discuss his late wife’s memorial. Some type of dedication ceremony is tentatively planned for the spring of 2022. Dr. Schmidt donated a piece of art for the Library’s permanent art collection and has committed to donating another piece from his personal collection.
- 3.2.6 Staff has been working on developing Reader’s Advisory pamphlets for in-library use. These materials will be posted on Social Media and the Ponoka Jubilee Library website.

3.3 Programming

- 3.3.1 The printing of the FanFest Creates publication came out poorly and was refunded. Another vendor was contracted for a re-order and is expected to be ready for distribution and cataloguing in January 2022.
- 3.3.2 Expected is that current restrictions will be in place in January. Programming staff have been directed to continue to produce kit-based programming until further notice.
- 3.3.3 With the exception of one Fandomedia Club meeting, programming for 2021 is finished.
- 3.3.4 Programming staff have put together another Story Walk for the holiday season: “A Porcupine in a Pine Tree” . This will stay up until early January

4.0 Reports

4.1 Town of Ponoka Report (Cal David)

- 4.1.1 Expressed appreciation of all the Library does for our community, on behalf of the Town of Ponoka.
- 4.1.2 Attended the Alberta Municipalities Convention in November.
 - 4.1.2.1 Discussed was the possibility to opt for a more regionalized service provision to help increase funding efficiency. The Ponoka Jubilee Library Board is open to collaborate with regional libraries.
- 4.1.3 Following recommendations of the Board, Jeffrey Hanger was appointed as a new Board member during a Council Meeting .
- 4.1.4 On November 4, 2021 Cal David attended a PRL meeting via ZOOM.

5.0 New Business

5.1 Election of Officers

5.1.1 Election of Officers is set for the January 20, 2022 board meeting.

5.1.1.1 Current officers have expressed their willingness to let their name stand for re-election: Jeff Ramage- Chair, Sharon Rowlnad- Treasurer, Laeta Morskate- Secretary.

5.1.1.2 Terms of service on the Board will end in December for both Theresa Theriault and Laeta Morskate. Both have expressed interest in serving another term.

5.1.1.3 The Board recommends the Town of Ponoka reappoints Theresa Theriault and Laeta Morskate.

5.2 FCSS Grant Submission 2022

5.2.1 Dan Galway presented the proposal that was submitted for the 2022 FCSS Grant.

5.3 Strengths and Personality sharing

5.3.1 Strengths and personality/character traits were shared in order to gain a better understanding of how we as a board can work together effectively, in a respectful, positive, and constructive manner.

Next Meeting Date: January 20, 2022 at 6:30 pm in the Ponoka Jubilee Library.

Motion: to adjourn at 8:27 pm by Laeta Morskate. Carried.