

Tyendinaga Township Public Library

Board of Directors Regular Meeting Minutes – December 12, 2024

Tyendinaga Township Public Library (852 Melrose Road, Shannonville, ON)

*C. Ray  
L. McGrath*

**Attendance of Library Board Members:** *Don McFarlane, Nicole McMechan, Lois McGrath, Julia Boese, Tineke Hicks (also known as Tiki), Eric Fry*

**Regrets** – Christa Ray

**Co-Chair** – *Lois McGrath*

**Recorder of Minutes** – Julia Boese

**Additional Attendees** - *Kristin Farrell (CEO)*

1. **Call to Order** – (*Commencement – Lois called the meeting to order at 6:04pm.*).

2. **Land Acknowledgement** – Read by Lois McGrath

3. **Approval of Agenda**

Motion **2024-December 12-01** - to approve the agenda as amended.

- Moved by Eric.
- Seconded by Nicole.

Carried

4. **Declarations of Conflict of Interest**

- None

5. **Approval of Minutes from Previous Meeting Minutes**

Motion **2024-December-12-02**- to approve the amended meeting minutes.

Amendment- change the date of the next meeting to 2024 (action for Kristin).

- Moved by Lois.
- Seconded by Tiki.

Carried

6. **Business Arising from the Previous Minutes**

6.1. Friends of the Library- Five members met two weeks ago for their first informal meeting, guided by Frances Smith and Barb Whalen (previous members). They brainstormed a fundraising event. They will be looking for casual volunteers to assist with events.

7. **Discussion of Action Items from Previous Minutes**

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2-11-24

7.1. Board Treasurer Volunteer Description- review.

Motion: **2024-December-12-03** to appoint Tiki Hicks to the board treasurer position.

- Moved by Eric.
- Seconded by Nicole.

Carried

**8. Board information Package**

8.1. Correspondence

- Appreciation from a local family.
- Deposited \$30,000 grant from Alva Foundation.
- Received \$2,000 from Deseronto Royal Canadian Legion.
  - Full \$2000 will go towards the back wall of community members who have been involved with the Armed Forces.
  - Royal Canadian Air Force museum will donate passes for 2025 and will reassess for future years.
- Ontario Parks donated 3 passes for 2025 due to how well the 2 passes were circulated in 2024.

8.3 HST Rebate Decision

- 2014 was filed under para-municipal organization.
- 2017 was the last filed HST rebate.

Motion: **2024-December-12-04** to file HST rebate as a para-municipal organization.

- Moved by Eric.
- Seconded by Nicole.

Carried

8.4 Review of the 2025 Library Budget

- Discussed in-kind donations of township hall for 2025.

8.5 CEO Report

C. Ray  
L. McR

- Interlibrary loan disruption with Canada Post strike; Partnerships made with other local libraries to fulfill requests.
- Reference books and material have been moved to the display case to be more readily accessible.
- Alzheimer's Society of Hastings-Prince Edward would like more participants before committing to running Memory Café in 2025. Discussed marketing opportunities.
  - Action: Lois to write a letter to Tyendinaga Township Council to advertise to residents during tax and newsletter mailout.
- Cataloguing for Jazi is complete!
- No float in the parade due to illness and commitments.
- Memorandum of understanding with the township-finish/ follow up in the new year.
- Floor polishing- reaching out to various professionals. Needs 3 days of closure to complete it.
- Pay Equity- positions have been adjusted, but financial component will be released next week.

## **9. Strategic Plan**

9.1. Nothing to report.

## **10. Policies and Procedures**

10.1. Nothing to report.

## **11. Board Members Advocacy Activities Report**

11.1. Report from Councilor McFarlane  
Nothing to report.

**12. Date of Next Meeting:** Thursday January 23<sup>rd</sup>, 2025

## **13. Adjournment**

Motion **2024-December-12-05** – to adjourn the meeting at 7:29pm

- Moved by Lois

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- Seconded by Tineke
- Carried