

Emo Public Library
Regular Board Meeting
February 22nd, 2023

1. Meeting called to order at 6:00pm
Present: Elaine Hughes, Harold McQuaker, Phil Schram, Randy Ricci (attended virtually), Nick Donaldson (Librarian)
Regrets: Lisa Teeple
2. Quorum: 4/5
3. Motion to approve the agenda was made by Harold, seconded by Phil-CARRIED
4. Motion to approve the January 30th minutes was made by Elaine, seconded by Phil-CARRIED
5. Motion to approve the January financial report was made by Harold, seconded by Elaine-CARRIED
6. The librarian reported 220 patron visits and 576 items circulated in January. Sunset Protection Services did their annual inspection. An emergency light unit needed to be replaced in the entranceway and now all emergency lights are in working order and all fire extinguishers have been serviced. New Gold delivered and set up another public computer replacement for the library which completes the donation they pledged last summer. The librarian also reported that this month maintenance was completed on the lift and deliveries of books were made to both the Golden Age Manor and the Stratton Senior's Manor.
7. The librarian updated the Board on recruitment efforts. Advertisements have been posted and one application has been received ahead of the February 28th deadline.
8. Motion to send the Commercial Lease Agreement for the EarlyON Centre renting the basement space with the agreed 2% increase and negotiate a new agreement for 2024 was made by Elaine, seconded by Harold-CARRIED
9. The Board tabled item 8c. "Policy Manual" until the next regular meeting.
10. The librarian reported that the Township's Health and Safety has been providing safety inspections of the library. It was noted at the last inspection that the top step coming up into the library is warped and could be a safety risk.

Meeting was adjourned at 6:37pm on a motion made by Elaine and seconded by Phil.