

## FRIENDS OF THE MEAFORD LIBRARY EXECUTIVE MEETING MINUTES

Thursday April 9, 2020

### Meaford Public Library Boardroom

Present by Video Call: Peter Bantock (Pres), Leslie Ransom, (VP), Jane Leckenby, Chris Richardson, Jim Brown (Tres), Dinah Shields, Elaine Burns (Sect),.

Regrets: Paul Wehrle, Judy Leigh Johnson

Guests: Lynne Fascinato, Amy Solecki, Cathie Lee

Agenda Item	Discussion	Resolution	Action to be completed
Call to order	4:42pm		
1. Adoption of agenda and additions	Safety procedures discussion added to Net Shed discussion		
2. Minutes of the March 12, 2020 meeting	Correction to the timing of the orientation should be 11 – 2 Motion to accept the minutes as corrected 1. Leslie 2. Jane	Carried	Peter will make the changes, send them out and post on the website
3. Treasurer's Report	The financial statements as at March 31, 2020 were presented and reviewed. Motion: that the financial statements for the end of March 2020 be accepted as presented. 1. Jim 2. Jane	Carried	
4. Report from the Library	Lynne reported that; <ul style="list-style-type: none"> <li>• Cathie Lee will be returning to the CEO position mid April</li> <li>• There has been a drastic increase to the online services during the pandemic.</li> <li>• Temporary cards are available by email until the library re-opens</li> <li>• There has been a Provincial halt to the library new build</li> <li>• RFID tagging has started</li> </ul>		
5. Standing Items			
5.1 Membership	No report		
5.2 Promotion & Publicity	Deferred to new business		
5.3 Concerts	July concerts have been booked		

5.4 Net Shed	The incident report was reviewed and suggestions for changes made	Motion to approve will be at the next meeting	Elaine will revise for next meeting
Business arising from the Minutes: i) Fundraising Committee	We need a photo op to show the removal of all but the last book on the donation bookshelf		Elaine will contact Earl to remove the covers. Amy will organize the press release and photo for the newspapers.
New Business:	<p>Publicity and Promotions</p> <p>1. Peter presented an idea for the FOML to support a trial of Sunday opening for the new library. Chris questioned committing monies to this when our income will be diminished by the pandemic.</p> <p>Jim questioned what our current responsibility to the new build is vis a vis the pilot project.</p> <p>2. Peter questioned having a FOML phone number with messaging capabilities</p> <p>3. Jim asked what plans we have for our approximate \$20,000 each year.</p> <p>4. Cathie suggested that FOML might consider doing a strategic plan at the same time as the Library Board is completing theirs.</p>		<p>To be discussed further</p> <p>Peter to research options</p> <p>TO be discussed at the next meeting or possibly at an extended meeting after the pandemic is over.</p> <p>To be discussed</p>
Adjournment	6:40 pm		
Next Meeting	Thursday May 14, 2020		

Secretary: \_\_\_\_\_ President: \_\_\_\_\_

Minutes approved: May14, 2020

**Friends of Meaford Library  
Position Statement**

AS OF: April 30, 2020

**Assets**

<b>Bank Accounts</b>	<u>\$ 130,136.30</u>
Chequing	\$ 130,136.30
<b>Petty Cash</b>	<u>\$ 275.67</u>
<b>Cash on Hand</b>	<u>\$52.90</u>
<b>Float</b>	<u>\$ 30.00</u>
<b>Total Cash</b>	<u>\$ 130,494.87</u>
<b>Receivables</b>	<u>\$ 620.00</u>
<b>Total Assets</b>	<u><u>\$ 131,114.87</u></u>

**Liabilities**

<b>Building Fund Escrow</b>	\$ 102,030.97
<b>Pledged to Building Fund</b>	\$ -
<b>Payables</b>	\$ 22.95
<b>Total Liabilities</b>	<u><u>\$ 102,053.92</u></u>
<b>Net Assets</b>	<u><u>\$ 29,060.95</u></u>

# Friends of Meaford Library Operating Statement

AS OF: April 30, 2020

Revenues	YTD	YTD Previous
Net Shed	\$ -	\$ 16,740.31
Memberships	\$ -	\$ 69.00
Donations	\$ 50,635.00	\$ 58,406.90
Concert	\$ -	\$ 3,000.71
Events	\$ -	\$ 45,111.23
Interest	\$ -	\$ 1,145.02
HST Rebate	\$ -	\$ 1,254.09
Prepaid Exp	\$ -	\$ 7,311.10
<b>Total</b>	<b>\$ 50,635.00</b>	<b>\$ 133,038.36</b>
Expenses	YTD	YTD Previous
Lawn Maintenance	\$ -	\$ 390.00
Volunteer Appreciation	\$ -	\$ 40.00
Newspapers	\$ 93.00	\$ 1,867.12
Insurance	\$ -	\$ 1,250.00
Bank Charges	\$ -	\$ 217.80
CanadaHelps Fee	\$ 17.57	\$ 482.93
Office Supplies	\$ -	\$ 88.97
Library Equipment	\$ -	\$ 6,470.00
Inter Library Loan Postage	\$ -	\$ -
Phone/Internet	\$ 35.00	\$ 251.19
Web Hosting	\$ -	\$ -
Postage/Shipping	\$ -	\$ 85.04
PinPad	\$ 17.65	\$ 189.40
Advertising	\$ -	\$ 320.50
Event Expenses	\$ -	\$ 11,950.17
Miscellaneous	\$ -	\$ 1,072.93
HST	\$ 6.85	\$ 1,207.50
PST	\$ -	\$ 100.00
GST	\$ 4.66	\$ 396.56
<b>Total</b>	<b>\$ 174.73</b>	<b>\$ 26,380.11</b>
<b>Net Profit (Loss)</b>	<b>\$ 50,460.27</b>	<b>\$ 106,658.25</b>