

# Burk's Falls, Armour & Ryerson Union Public Library

## Our Vision

Access to knowledge for all

## Our Mission

The Burk's Falls, Armour & Ryerson Union Public Library is a dynamic organization that provides innovative programming and information, in a variety of formats, for the continuing well-being of our community.

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## Minutes of the Board of Trustees Meeting

March 20, 2024

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**Present were:** Vice - Chairperson: Ruth Fenwick

Board Trustees: Bev Abbott  
Rod Blakelock  
Kaiyla Hoffmann  
Joseph Vella

**Regrets:** Penny Robb, Ryan Baptiste, Vicky Roeder-Martin, Tiffany Monk & Patty Butler

**Also attending:** CEO: Nieves Guijarro

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**1 Call to order** With a quorum present CEO called the meeting to order at 7:05 p.m.

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**2 Approval of Meeting Agenda** **MOTION 378/24** IT WAS MOVED BY: B. Abbott  
AND SECONDED BY: K. Hoffmann

That the meeting agenda of the Board of Trustees of March 20, 2024 be accepted as presented.

**CARRIED**

**3 Declaration of conflict of interest** No conflicts were declared

**4 Approval of consent Agenda** **MOTION 379/24** IT WAS MOVED BY: R. Blakelock  
AND SECONDED BY: J. Vella

That the consent agenda of the Board of Trustees meeting of March 20, 2024 be approved as presented

- a) Resolution to accept the minutes of **February 2024**
- b) Resolution to accept the CEO's Report of **February 2024**
- c) Armour Township Financial Statement **February 2024**

**CARRIED**

**BFARUPL Board Minutes  
March 20th, 2024**

**5 Business arising from the minutes**

-The discussions continue to find an adequate location for the new library. It was proposed that the library project be brought forward at the next Tri Council meeting scheduled for Monday, March 25, 2024.

-Members opted out from approving 1% of the total Municipal Contributions to be added to the Building Reserve Fund.

-Members reconsidered the replenishing of the 'Terry Boyle Bursary Fund'

**MOTION 380/24** IT WAS MOVED BY: R. Blakelock  
AND SECONDED BY: J. Vella

That the 'Terry Boyle Bursary Fund' be replenish by \$300.00 in 2024.

**CARRIED**

-Members read the new library job description: Front Desk Clerk.

**MOTION 381/24** IT WAS MOVED BY: B. Abbott  
AND SECONDED BY: R. Fenwick

To adopt the Front Desk Clerk job at 6 hours per week and to draw from the pool of interviewed candidates to fill the position.

**CARRIED**

**6 Committee Reports**

-Members discussed the committees currently working on different projects.  
Building/Fundraising Cmte – will meet after Monday's Tri Council meeting to pick a spokesperson.

Finance/Budget Cmte – will meet in September 2024 to draft the 2025 library budget.

Personnel Cmte – Nieves will share the questionnaire with members to prepare for the CEO annual evaluation.

Policy/Planning Cmte – Nieves will provide to members of the committee the policies that must be reviewed annually before the end of the calendar year.

**7 Correspondence**

-35 Challenged publications in Canada – a list of titles may offer an insight on what is being challenged as inappropriate literature in libraries.

-Letter from OLA & FOPL to the Minister of Public and Business Service Delivery re Service Ontario in public libraries.

-Email informing library CEOs in Ontario that Campus Discount will be closing and consequently stop delivery of magazines to libraries in Ontario.  
Nieves is seeking a comparable company that can offer material for the periodical collection.

**8 New Business**

-Nieves shared with members the upcoming Third Annual Joy of Reading Celebration

**9 Adjournment**

**MOTION 382/24** by R. Blakelock at 8:15 pm to adjourn.

\_\_Ruth Fenwick\_\_

\_\_April 17, 2024\_\_

**CARRIED**

