

# 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 Virtual Board of Trustees Meeting

February 21, 2024

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

Board Trustees: Bev Abbott  
Ryan Baptiste  
Rod Blakelock  
Patty Butler  
Kaiyla Hoffmann  
Tiffany Monk  
Joseph Vella

**Regrets:** Penny Robb

**Also attending:** McMurrich/Monteith Representative: Vicky Roeder-Martin  
CEO: Nieves Guijarro

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**1 Call to order** With a quorum present CEO called the meeting to order at 7:03 p.m.

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**2 Approval of Meeting Agenda** **MOTION 374/24** IT WAS MOVED BY: B. Abbott  
AND SECONDED BY: J. Vella

That the virtual meeting agenda of the Board of Trustees of February 21, 2024 be accepted as presented.

**CARRIED**

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

**4 Approval of consent Agenda** **MOTION 375/24** IT WAS MOVED BY: R. Blakelock  
AND SECONDED BY: B. Abbott

That the consent agenda of the Board of Trustees virtual meeting of February 21, 2024 be approved as presented

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

**CARRIED**

**BFARUPL Board Minutes  
February 21, 2024**

- 5 Business arising from the minutes** -A Library Coordinator has been hired following an interview process with the assistance of Councillor Abbott.  
-Library CEO has prepared documentation regarding Pay Equity compliance to go to the Village of Burk’s Falls CAO.  
-CEO attended the 2024 Super Conference. New connections with librarians of Almaguin were made. CEO attended workshops that included new library builds processes and fundraising ideas to support the necessary funding.  
-Members of the board had an opportunity to choose the committees they wish to serve.
- 6 Committee Reports** -The Building Cmte met with John Theriault to ask questions and to receive an update on the proposed locations for the new library.  
-The newly formed Fundraising Committee will decide when to have their first meeting to discuss ways to support the new library build.
- 7 Correspondence** -Library staff is preparing to switch to a new program to administer Inter Library Loans.  
-FOPL released the Annual Usage report for 2023.  
-OLA shared the 2024-25 Pre-Budget submission which highlights the following priorities: creation of an Ontario Digital Public Library; enhance funding support for public libraries on reserves and increase provincial operating funding for Ontario’s public libraries  
-National Canadian Film Day 2024 will be celebrated in April at the library.
- 8 New Business** -CEO proposed the addition of a Front Desk Clerk to assist with the increased workload experienced in the library.

**MOTION 376/24** IT WAS MOVED BY: J. Vella  
AND SECONDED BY: B. Abbott

That the library CEO develop a Front Desk Clerk job description with 6 hours per week.

**CARRIED**

- 9 Adjournment** **MOTION 377/24** by R. Baptiste at 7:58 pm to adjourn.

**CARRIED**

*Ruth Fenwick*

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Board Vice-Chairperson

March 20, 2024

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Date