

# 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 in various formats to meet the evolving interests and needs of our diverse and growing population.

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## Minutes of the Board of Trustees Virtual Meeting

August 21, 2024

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<b>Present were:</b>	Chairperson:	Ruth Fenwick
	Board Trustees:	Bev Abbott Ryan Baptiste Rod Blakelock Patty Butler Kaiyla Hoffmann Tiffany Monk Robert Van der Wijst Joseph Vella
<b>Also attending:</b>	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 7:00 p.m.

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**2 Approval of Meeting Agenda** **MOTION 394/24** IT WAS MOVED BY: R. Blakelock  
AND SECONDED BY: B. Abbott

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

**CARRIED**

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

**4 Approval of consent Agenda** **MOTION 395/24** IT WAS MOVED BY: R. Blakelock  
AND SECONDED BY: P. Buttler

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

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

**CARRIED**

**BFARUPL Board Minutes  
August 21, 2024**

**5 Business arising from the minutes**

- Members of the Board welcomed Robert Van der Wijst as the trustee for Burk's Falls to the library board.
- An orientation session was completed for Patty Butler and Robert Van der Wijst.
- CEO received a salary update via a resolution (2024-211/July 16, 2024) passed by the Village of Burk's Falls council.
- Members discussed By-Law No. 19 Audit

**MOTION 396/24** IT WAS MOVED BY: J. Vella  
AND SECONDED BY: B. Abbott

To request to the Township of Armour to include the Library in their annual audit process.

**CARRIED**

**6 Committee Reports**

-Building/Fundraising Cmte

The cmte elected Tiffany Monk as chair of the cmte at their meeting on August 14<sup>th</sup>. Bev shared with members a summary of their discussion about the library project.

-Finance/Budget Cmte

Nieves will meet with Marjorie September 9<sup>th</sup>, 2024 to prepare the 2025 Library Budget Draft.

The Budget Cmte will then meet September 11<sup>th</sup>, 2024 to discuss the budget draft and make any necessary changes.

-Personnel Cmte

No report

-Policy/Planning Cmte

Revise By-Law No. 4 (minimum meetings per year) **was tabled**

**7 Correspondence**

- The Burk's Falls Public Library was mentioned with honours by the TD Summer Reading Program for the work done in the summer of 2023.
- The Library community welcomed the new minister of Tourism, Culture and Gaming - Stan Cho.

**8 New Business**

- Members discussed the renewal of the Lease Agreement with the Village of Burk's Falls.
- Recommendation will be discussed at the next meeting.

**9 Adjournment**

**MOTION 397/24** by R. Baptiste at 8:45 pm to adjourn.

**CARRIED**

Ruth Fenwick

Board Chairperson

September 18, 2024

Date