SOUTH SHORE REGIONAL LIBRARY BOARD GENERAL MEETING, SEPTEMBER 21, 2020

*The South Shore Regional Library Board administers South Shore Public Libraries.*

*South Shore Public Libraries celebrate reading, discovering, learning and sharing.*

Present: Mr. Patrick Hirtle, Chair

Ms. Cindy Bruhm, Vice Chair

Dr. David Brattston

Councillor Tina Connors

Councillor Brian Fralic

Councillor Michael Graves

Councillor Eric Hustvedt

Ms. Marie Hogan Loker

Mr. Bill Kowalski

Ms. Sara Lochhead

Mr. Tom Sheppard

Ms. Christina Pottie, Staff

Mr. Jeff Mercer, Staff

Mr. Troy Myers, Secretary/Treasurer

Ms. Lynn Robart, Recorder

Regrets from: Ms. Wilma Stewart-White and Mr. Mark Taylor.

Motion: “THAT the South Shore Regional Library Board accept the

Minutes of June 29, 2020 General Meeting as circulated.”

HUSTEVDT/Hogan Loker All in favour. Motion carried.

NEW MOBILE DESIGNS

Matt Van Dyk, Technical Sales International Truck Body Limited, joined the meeting via phone. Discussion ensued around an external media cabinet versus white board compartment. It was decided to incorporate a white board in the body wrap of the vehicle. It was also agreed to upgrade the outside lighting.

Motion: “THAT Technical Sales International Truck Body moved forward with the new mobile incorporating a white board area in the body wrap design and upgrading outdoor lighting.”

SHEPPARD/Bruhm All in the favour. Motion carried.

The bus chassis will be arriving at the International Truck Body Limited shop by the end of the month.

LBANS REPORT

The LBANS Minutes of the August 13th was circulated with Notice of Meeting. The topic of discussion was the future of LBANS. Our LBANS representation, Sara Lochhead, requested that the Board review the minutes and sent any their thoughts and comments to Lynn.

Due to another commitment Sara Lochhead left the meeting after delivering her report.

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STAFF ASSOCIATION - no report as association has not met

VEHICLE REPORT

The January-March and April-June Vehicle Reports were circulated with Notice of Meeting.

The costs of running of the mobile was lower due to the reduced hours on the road.

CRITERIA REGARDING ACQUISITIONS AND DONATIONS OF MATERIAL

Dr. Brattston had forwarded a list of questions regarding SSPL’s guidelines for acquiring library materials and the criteria for accepting donations of materials. Staff responded and the response will be circulated to all Board Members. Please see attached.

PROVINCIAL APPOINTEE

Provincial Appointee David Luther has resigned as from the SSRL Board as he is relocating. Please see attached resignation.

Bill Kowalski joined the meeting.

LUNENBURG LIT FESTIVAL September 24-26, 2020

Christina Pottie reported that the 5th Lunenburg Lit Festival is just around the corner. All participating authors are from within the Atlantic buddle. Thursday morning, the Bluenose Academy will be joining us at the Lunenburg Bandstand to meet Jo Treggiari and read from her young adult novel. Pitch the Publisher is back for another year as well as Friday and Saturday events. All public health regulations will be followed.

CARING CALL Project

SSPL has secured funding through The United Way to support a proactive caring call program. Calls will be made to check in on seniors and help to provide them with information and connections to local services. Troy thanked Michael Graves for championing this proposal.

1st Quarter Spending Report

The Finance Committee presented the 1st Quarter Spending Report. Troy reviewed the spending report. He reported that salaries were overspent due to the amount of summer students that we had employed this year and that grants funding these positions have not yet been received. Office supplies are high due to purchasing hand sanitizer, PPE and supplies associated with COVID-19.

Eric thanked staff for circulating the Spending Report with the Notice of Meeting. Questions arose regarding the variance in donations and grants. Donations will increase during the annual fall Buy-a-Book campaign and grants will increase when funds are received for summer employment positions.

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Motion: “THAT the Finance Committee recommended the

1st Quarter Spending Report 2020-21 to the Board as presented“

HOGAN LOKER/Hustevdt All in favour. Motion carried.

Chair Partick Hirtle thanked Councillor Michael Graves and Councillor Eric Hustvedt for their contribution to the Library Board over the past years. Neither Councillor Graves nor Councillor Hustvedt are reoffering in the upcoming Municipal elections.

Councillor Brian Fralic thanked the Board for their contribution to the Library. Whether he wins the Mayoral seat or not, he will still be looking for a new library in Liverpool.

Motion: “THAT the board of the South Shore Public Libraries thank Troy Myers and his staff for the outstanding leadership shown both locally and provincially during the Covid-19 pandemic.

SHEPPARD/Bruhm All in favour. Motion carried.

NEXT MEETING

The next meeting will Monday, November 16, 2020 at noon.

ADJOURNED

Councillor Brian Fralic moved the meeting to be adjourned.

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**Question**

**Are purchases selected by one person, or by a committee?**

**Answer**

Books are selected as follows:

* Online staff forum for suggestions for purchase which is viewed monthly. Staff put suggestions that patron would like the library to have but not necessarily want to read themselves. Staff put suggestions when they see a gap in a certain subject and also a title that might need to be replaced, due to poor condition of book or book has gone missing.
* Vendors send catalogues in the mail.
* Authors email mail us with their new releases.
* Standing order with Whitehots for our Bestseller Fiction Books.
* Block Shop Bookstore in Lunenburg for Canadian and Nova Scotian children and young adult books.
* Branch staff take suggestions for purchase from patrons which are past on to headquarter staff to see if we will go Interlibrary Loan or purchase for our collection.
* Chief Librarian and Deputy Chief Librarian do fill ins of subjects and local interest of titles we may want or suggest titles to purchase
* Globe and Mail weekly top pick fiction and non fiction books list

**Question**

**What efforts are in place to acquire locally-published items?**

**Answer**

We try to support local authors by purchasing copies of their new releases through local newspaper articles, authors themselves contacting us, radio announcements, Facebook, suggestions from patrons and staff.

**Question**

**What are the criteria for purchasing a particular book or other library item?**

**Answer**

* Availability
* Cost
* Popularity
* Interest
* Subject matter

**Question**

**What are the criteria for accepting a gift of an item not listed for buy-a-book?**

**Answer**

* Local interest in item
* The condition and shape
* If it is current, with up to date information
* Local interest that we can no longer purchase through vendors

**Question**

**What are the criteria for declining a gift of an item?**

**Answer**

* Lack of local interest
* Item is damaged or in bad shape
* We have multiple copies in our system already
* The material is outdated

**Question**

**Are there criteria for not obtaining items of particular subject matters, by purchase or gift?**

**Answer**

* Budget, the costs of the item
* Item might not be available to purchase, due to being out of print or not able to find a vendor to purchase from.
* No local interest in that subject.

August 25, 2020

Hi Troy:

I am reaching out to let you know that I have been appointed as Counsel for a Crown corporation in New Brunswick, WorkSafeNB.  I am therefore winding down my private practice, and my wife and I will be relocating to Saint John in the coming month.

Unfortunately, as a result, I am unable to continue to act as a board member with South Shore Public Libraries when I relocate.  I have very much enjoyed being a part of the Library Board.  I believe that the South Shore Libraries serve as an important part of our communities, and, from my perspective, you’ve done a great job executing on the libraries mandate, and advocating for your staff to the board.

When we first moved to Bridgewater a few years ago, the Library was the go-to place for my wife to meet other moms and served as the foundation for a number of great local relationships we have today.  I only wish I had more time, over the past few years, to be more of an active advocate for the libraries on the South Shore.

From a procedural perspective, please let me know if you need anything further from me relating to my resignation.  Otherwise, I look forward to watching the South Shore Libraries grow in years to come.

If I can be of further assistance, in the future, please do not hesitate to connect – my personal email is [david.luther@outlook.com](mailto:david.luther@outlook.com)

Thank you,

David