



## The Nation Municipality Public Library Board

### Minutes

**Regular meeting**  
**Thursday October 12, 2024 at 7 PM**  
**St Albert Branch**

**Attendance:** France Lamoureux, Chairperson  
Suzanne Leblanc, Member  
Pierrette Lavergne, Member  
Yvon Quesnel, Member  
Nathalie Gendron, Member  
Danik Forgues, Municipal Councillor  
Jeanne Leroux, Chief Executive Officer

**Guest :** Pierre Leroux, CAO, Nation Municipality

<p><b>1. Call to Order</b></p> <p>The meeting is called to order at 7 pm.</p>
<p><b>2. Additions to Agenda</b></p> <p>None</p>
<p><b>3. Approval of Agenda</b></p> <p><i>Proposed by: Suzanne Leblanc</i> <i>Seconded by: Nathalie Gendron</i></p>
<p><b>4. Conflicts of Interest</b></p> <p>There were no conflicts.</p>
<p><b>5. Approval of minutes September 12, 2024</b></p> <p>With change to item no. 9 regarding the process to direct questions regarding the MOU.</p> <p><i>Proposed by: Suzanne Leblanc</i> <i>Seconded by: Danik Forgues</i></p>

## **6. Questions related to minutes of September 12, 2024**

**The Street Libraries in Limoges:** Following the report of vandalism to some of the structures, Yvon is now rebuilding the structures. Once this is completed, it is suggested that the upkeep be transferred to a local Limoges community group. We will attempt to locate the residents who are involved in the community groups and propose this transfer of upkeep.

## **7. Business arising from previous meetings:**

None

## **8. Report of C.E.O.**

**Highlights and accomplishments**

**Meetings of Note**

**Workshop and conferences**

**(See attached report)**

## **9. Service Agreement with the municipality update:**

The Municipal CAO Pierre Leroux was introduced. A discussion regarding the current Draft Service Agreement ensued. Numerous questions were raised by members. Further developments will be forthcoming following a meeting on Friday October 11 with the CAO, Clerk and Treasure and the Library CEO.

## **10. Financial Report:**

That the financial report dated September 30, 2024, be adopted as is.

*Proposed by: Pierrette Lavergne*

*Seconded by: Yvon Quesnel*

## **11. Correspondance**

None

## **12. Next Meeting**

**December 5, 2024**

**St Albert**

### **13. Adjournment**

The meeting adjourns at 8:35

*Proposed by: Suzanne Leblanc*

*Seconded by: Pierrette Lavergne*



*The Nation Municipality Public Library*

Chief Executive Officer Report

**September 2024**

Highlights & Accomplishments

**September 2024 :** We received very sad news on September 5<sup>th</sup>. We were advised of the passing of [REDACTED] that was part of our team since 2012 in a variety of functions. She was an employee and also a Library Board member for 6 years. We are now in a grief period. Our thanks to the Golf tournament on September 20 that donated a portion of the 50/50 draw profits and the putting fees were donated to [REDACTED]s young family. She leave [REDACTED]  
[REDACTED] e will miss you but we know that you are now without pain. Rest in peace [REDACTED]

**Summer Program Statistics :** the statistiques for the summer program were submitted. We had 85 participants in the 6-week program. The theme was ‘Space’ this year.

**Budget 2025 :** The budget 2025 was done and submitted in part. Due to the variety of subjects that have not yet been addressed due to the development of the MOU Service between the municipality and the library, several lines could not yet be integrated.

**MOU service agreement** : Since the meeting on September 3rd, the email of September 6th, the meeting of the Library Board on September 12<sup>th</sup> and the second meeting on October 4<sup>th</sup>, the MOU Service Agreement has changed and developed constantly. Comments on the proposed MOU Service Agreement were done and will be discussed at the October 11<sup>th</sup> meeting.

**Technological Support** : Following multiple developments with the proposed MOU Service Agreement, we have consulted with the Russell and the Clarence Rockland Public Libraries to confirm who provided technological support for their library. Following their recommendations, we communicate with Adaptek. This is the company that a lot of libraries use to support their technological needs for many years. We had Adaptek do an audit of our technology in our three (3) branches. This audit lasted 6 hours from 8:30am to 2:10pm on Tuesday September 17<sup>th</sup>. This included an inventory of each computer and the Internet connection. Following this audit, several emails and communications happened with Adaptek to confirm their recommendations. We are working on implementing recommendations from this audit. We equally are consulting with Adaptek to re-establish the Internet connection for St Albert and Limoges. This two (2) year contract for these two (2) branches ends this November. This contract was linked to the Ontario Government program ‘Connecting Public Libraries Initiative. The audit recommends updating the ‘switches’ that are now outdated. This should finally give us a better Internet speed. As recommended by the municipality, we will pursue establishing independent email for the 5 emails we currently have with “nationmun.ca”

**Meeting of the CEO’s for libraries for Prescott Russell** : We received the CEO’s of the Prescott Russell Public Libraries and the bilingual consultant from the Ontario Library Service on October 1<sup>st</sup> 2024 at the St Isidore Branch. It was a productive meeting in terms of information exchange. A variety of subject were shared and discussed. We are usually working alone in our libraries and have

little chance to exchange information. Taking the time to exchange with other CEO's of public libraries in the area is comforting and enriching.

A winning practice that needs to continue.

**Notice for a volunteer member to sit on the Library Board representing Ward 5 and 6 Limoges :** The notice was sent to the newspaper Le Reflet for publication and copies of the posting are available at the Limoges Branch.



**RECHERCHE BÉNÉVOLE  
LOOKING FOR VOLUNTEER**

<b>CONSEIL D'ADMINISTRATION BIBLIOTHÈQUE DE LA MUNICIPALITÉ DE LA NATION</b>	<b>NATION MUNICIPALITY PUBLIC LIBRARY BOARD</b>
<p>La municipalité de La Nation recherche d'un (1) membre bénévole pour siéger au conseil d'administration de la Bibliothèque publique de la municipalité de La Nation pour représenter le quartier 5 et 6 de Limoges.</p> <p><b>MANDAT:</b> Pendant la durée correspondante à celle du mandat du conseil municipal existant (se termine en novembre 2026)</p> <p><b>EXIGENCES:</b></p> <ul style="list-style-type: none"><li>• Être âgé de dix huit ans ou plus</li><li>• Être citoyen canadien</li><li>• Être résident de la municipalité de La Nation dans le <u>quartier 5 et 6 de Limoges</u></li><li>• Ne pas être employé(e) de la municipalité de La Nation ni de la bibliothèque publique de La Nation</li></ul> <p><b>NIVEAU D'ENGAGEMENT EXIGÉ :</b> Assister à une réunion par mois 10 mois par année</p> <p>Pour information, sv.p. contacter avant le 15 novembre 2024 : <b>Jeanne Leroux, Directrice générale</b> jeanneleroux@nationmun.ca</p>	<p>The Nation Municipality is seeking a volunteer to fill a position on the Nation Municipality Public Library Board representing Ward 5 and 6 Limoges area.</p> <p><b>TERM:</b> Concurrent with the term of the existing Municipal Council (ending in November 2026)</p> <p><b>REQUIREMENTS:</b></p> <ul style="list-style-type: none"><li>• Must be eighteen years of age or over</li><li>• Must be a Canadian citizen</li><li>• Must be a resident of the Nation Municipality in <u>Ward 5 and 6 Limoges</u> area</li><li>• Must NOT be employed by the Nation Municipality or the Nation Municipality Public Library</li></ul> <p><b>LEVEL OF COMMITMENT REQUIRED:</b> Attend a meeting once a month 10 months per year</p> <p>For more information, contact prior to November 15, 2024: <b>Jeanne Leroux, CEO</b> jeanneleroux@nationmun.ca</p>

**Training for all staff :** The First Aid training was held on September 17 and October 2. There will be more dates for training for those who could not follow the sessions.

**Interlibrary loan for the province :** The training session for the new system are now available online. The employees affected are presently completing these courses which introduces the new OCLC system.

**Limoges Branch :**

- Visits from the school classes have restarted on October 1st with visits on Tuesday and Wednesday mornings from 8 :30 to 11 :30 which is the same schedule as last academic year.

**St Isidore Branch :**

- Visits from the students from the school have restarted. It appears that this year we will have more classes visiting than last year.

**St Albert Branch :**

- The new exterior bulletin board has been installed to replace the previous one that was in bad condition. Water penetrated at the back and destroyed the cork backing. Thank you to Yvon Quesnel for the durable installation that is weather resistant.