

Westport Public Library Board Minutes  
Monday, July 31, 2023  
Meeting held in the Library

Present: Jamie Chapman, Chairperson, Trevor Hayes, Chairperson of Finance Committee,  
Board members: Heather Huth, Peggi Warner-Lalone, Jane Crozier, Mary Chaikowsky, FOWL,  
and Pam Stuffles, Librarian.

Absent: Janet Skinner, Secretary, and Marty Crapper.

Comments are not Verbatim

1. Call to Order
2. Declaration of Quorum by Chairperson, Jamie Chapman
3. Adoption of Agenda  
Moved by Jane Crozier, seconded by Heather Huth that the agenda for the Westport Public Library Board meeting on July 31, 2023, be adopted as amended.  
Carried
4. Adoption of Past Minutes  
Moved by Peggi Warner-Lalonde, seconded by Heather Huth that the minutes of the Westport Public Library Board meeting held on June 6, 2023 be adopted as corrected.  
Carried  
Pam was asked to make a list of the motions from the November, December,
5. Reports and Updates

FoWL Report

Mary explained the plans FoWL has for a social area to replace the public access computers.

*Moved by Trevor Hayes and seconded by Heather Huth that the offer from FoWL be accepted in principle.*

Carried

*Moved by Peggi Warner-Lalonde and seconded by Jane Crozier that Mary Heather, Trevor and Pam meet to create a plan for the area.*

Carried

Mary thanked the Finance Committee for arranging the money transfer. The Preserve and Vintage Jewelry sale is September 2, at the Westport Market. The Puzzle Sale was a great success. \$500.00 will be used for STEM and STEAM supplies.

Application to County for Children's Program

This has been tabled until we have solid numbers attending the current program.

GC Index Training opportunity

An overview was given to the Board members. Those interested are to send an email to Trevor.

#### Budget Development for 2024

Trevor, Mary and Pam will draft the budget before the end of August to present at the September meeting.

#### Establishment of a Working Group for Children's Room Renovations

*Moved by Peggi Warner-Lalonde seconded by Heather Huth that Trevor Hayes act as a liaison with David Moore,*

Carried

Heather, Janet, Mary, and Pam will make a proposal of the renovations for the Children's area. The Finance Committee will develop the plan, and then it will be submitted to the Board, prior to the Municipal Council.

#### Preparations for WPL Strategic Plan

Marty has been in contact with Peggy Malcolm from the Ontario Library Service.

*Peggi Warner-Lalonde moved and Jamie Chapman seconded that Peggy Malcolm be asked to hold a Strategic Planning Workshop for the board as soon as possible.*

Carried

#### 6. Roundtable

Board Members expressed their gratitude to Mary Chaikowsky for hosting the BBG for FoWL members and the Board.

The next meeting will be Tuesday, September 12, 2023.

Adjourned by Heather Huth.