

## Notes from Library meeting held September 19<sup>th</sup>, 2019.

Attend: Lois, Mike, Tom, Myrna

Absent: Gisele, Holly, Ann, Betty

As we did not have quorum those present took the opportunity to informally go through some PPL information and to update on the progress for the upcoming Quiz Night (Friday Oct 4, 2019)

The Operating Report was reviewed with Lois.

- Discussion on shortcoming with the computer program and losing track of books.
- Upgrade of computer system is required in the near future.
- Problems with the library email system. The current system being used by PPL (Windows Live) will be deleted and no longer supported. When the system is upgraded, and during that time of transition, Lois would like board members to send emails to the PPL library email address but to also cc to Lois's home email address of: [lr\\_bernardin@hotmail.com](mailto:lr_bernardin@hotmail.com)
- Circulation report: Lois will try to make changes to the report in order to bring the membership data in line with other information.

Library Report

- The Manitoba Library Association Conference is scheduled for April, 2020. It is likely that 2 staff from the PPL will be attending.
- Holly Parcy has been working hard to help paint and organize the new library office. The lack of cell service/signal in that office is a hinderance to smooth working operation and efficient time use.
- Lois presented an idea (through Lois Daymond) to sell library tote bags as a fundraiser for the library. As there is no risk to us (we can place orders as requested) we have decide to go ahead with this idea and see how much interest in generates. The cost to PPL is \$15 dollars per bag and we would sell for \$20.

Upcoming presentations:

- Sophie Long – vimy ridge; tentative dates end of October or beginning of November.

Quiz night update:

- Mike has organized the liquor permit
- Wine and beer to be ordered shortly.
- Mike has received no work from Whitemouth regarding teams
- At time of the meeting we had 16 teams signed up
- Myrna will call Mike Berry to let him know about set up time etc.
- Quiz night day is an inservice day so we should be able to get in to set up by 2:00

- LGD will lay carpets. Lois will check with new Community Center employee about when the tiles will be completed and ensuring we have access to garbage and recycling bins
- We need ticket seller volunteers for chase the ace and 50/50. So far we have only Giselle Smith.

#### Review of status of Staff and Security

- Experiencing a learning curve with volunteers who are still accustomed to leaving early etc.
- Discussion: If a volunteer does not show or needs to leave early, call in a student to work and thereby ensure no one is working alone.
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