

Southgate Ruth Hargrave Memorial Library Board
Minutes of Library Board

February 20, 2020

6:00 PM

Library - Mill Room

Members Present: Charles Fernandes
Connie Hiscock
Muriel Scott
Councillor Martin Shipston
Councillor Barbara Dobreen

Members Absent: Marisol DaSilva
Casey Kramer

Staff Present: Lacy Russell, Librarian C.E.O

1. Call to Order (6:00 PM)

The CEO/Librarian called the meeting to order at 6:01 p.m.

Moved By Barbara Dobreen

Seconded By Muriel Scott

Be it resolved that the Board appoint Martin Shipston as acting chair.

Carried

2. Approval of the Agenda (6:00 - 6:02 PM)

Moved By Barbara Dobreen

Seconded By Connie Hiscock

Be it resolved that the Board confirm the agenda as presented.

Carried

3. Declaration of Pecuniary Interest (6:02 - 6:03 PM)

None declared.

4. Adoption of Minutes (6:03 - 6:05 PM)

4.1 Minutes from the January 16, 2020 Library Board Meeting

Moved By Muriel Scott

Seconded By Connie Hiscock

Be it resolved that the Board approve the minutes from the January 16, 2020 Library Board meeting as presented.

Carried

5. Business Arising (6:05 - 6:35 PM)

5.1 By-law and Policies

5.1.1 Board Meetings and Procedures Bylaw

Moved By Muriel Scott

Seconded By Connie Hiscock

Be it resolved that the Board refer the revised Procedures Bylaw back to the Bylaw and Policies Committee or review final recommendation to the Board at the March 19th, 2020 meeting.

Carried

5.1.2 Imagination Stations User Agreement

Moved By Muriel Scott

Seconded By Barbara Dobreen

Whereas the By-Laws and Policies Committee recommended that a formal Policy to govern the Imagination Stations was not required;

Therefore, be it resolved that the Board receive the Imagination Stations User Agreement for information

5.2 Annual Meeting 2020

The CEO/Librarian will present an annual report in conjunction with a future event to celebrate the 10th anniversary of the opening of the current Library building.

5.3 April Board Meeting

Due to a potential conflict, a possible change to the date of the April Board meeting will be discussed at the March 19th, 2020 meeting.

5.4 OLA Superconference Update

Verbal update by CEO/Librarian.

Lacy Russell and Phyllis Lichty attended the OLA Super Conference and provided an overview of the sessions attended. It was suggested that the Board consider sending a member to a portion of the conference in 2021.

5.5 Board Development

5.5.1 Board Evaluation Summary

A summary off the evaluation was presented.

6. New Business (6:35 - 6:55 PM) none

7. Finance Report (7:05 - 7:15 PM)

The financial summary for the year-ended 2019 and for the month of January 2020 was reviewed. Concern was expressed that the information available from the Township was incomplete to be of value to make timely and accurate financial decisions.

8. C.E.O Report (7:20 - 7:35 PM)

The CEO report for January 2020 was reviewed. Members asked questions and staff answered.

9. Friends of the Library Update (7:00 - 7:05 PM) none

10. Correspondence (6:55 - 7:00 PM) none

11. News from Council (7:15 - 7:20 PM)

Council held its first Visioning Meeting February 12, 2020. Team Town Hall presented an update to Council on February 20th on their activities and progress to date.

12. Extra Time Allotment (7:35 - 7:50 PM)

13. Date of Next Meeting

Library Board meeting –March 19, 2020 6:00 p.m.

14. Adjournment

Moved By Charles Fernandes

Seconded By Connie Hiscock

Be it resolved that the Board adjourn the meeting at 8:02PM.

Carried

Chair Marisol DaSilva

Lacy Russell, Librarian CEO