

Southgate Ruth Hargrave Memorial Library Board
Minutes of Library Board

April 16, 2020
6:00 PM
Electronic Participation

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

Members Absent: Casey Kramer

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

1. Electronic Access Information

If you wish to participate in the Library Board meeting electronically please wait until the start time of the meeting, then dial in with your phone using the following information:

Phone Number: **1 (647) 497- 9391**

Access Code: **451-454-381 #**

If the electronic system fails at 6:00 PM, and a connection or quorum of the Board cannot be obtained within the first 15 minutes of the meeting, the meeting will automatically adjourn, and be rescheduled.

2. Call to Order (6:00 PM)

The Chair called the meeting to order at 6:00 p.m.

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

Moved By Martin Shipston

Seconded By Connie Hiscock

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

Carried

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

None declared.

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

5.1 Minutes from the February 20, 2020 Library Board Meeting

Moved By Charles Fernandes

Seconded By Muriel Scott

Be it resolved that the Board approve the minutes from the February 20, 2020 Library Board meeting as presented.

Carried

6. Business Arising from the Minutes (6:05 - 6:35 PM)

6.1 Policies and By-laws

6.1.1 Board Meetings and Procedures By-law re. virtual meetings

Moved By Muriel Scott

Seconded By Connie Hiscock

Be it resolved that the Board amend the Meetings and Procedures Bylaw to allow or electronic meeting participation in the event of a Federal, Provincial, Upper and/or Lower Tier Emergency Declaration

Carried

6.2 Closure Update

The Librarian CEO updated the Board about the current Covid-19 mandatory closures and possibilities to accommodate social distancing and hand sanitization when the Emergency Declaration is lifted.

6.3 Hiring Committee re. staff leave

Moved By Charles Fernandes

Seconded By Muriel Scott

Be it resolved that the Board appoint Marisol Da Silva, Martin Shipston and the Librarian CEO to work with Township Staff to fill a temporary one-year contract for the position of Librarian CEO.

Carried

7. New Business (6:35 - 6:55 PM)

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

The financial summary for the period ended March 31, 2020 was reviewed.

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

The CEO report for March/April 2020 was reviewed. Members asked questions and staff answered.

10. Correspondence (6:55 - 7:00 PM)

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

Council is now holding virtual meetings as permitted under the Municipal Act for Emergency Declarations. Township is keeping residents informed through social media and the website. The Mayor and CAO are working as part of the Emergency Management Committee with regular updates. The Rural Economic Development

grant has been accepted and will provide funds for downtown revitalization.

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

13. Date of Next Meeting

Library Board meeting –May 21, 2020 6:00 p.m.

14. Adjournment

Moved By Barbara Dobreen

Seconded By Connie Hiscock

Be it resolved that Board adjourn the meeting at 7:59 p.m

Carried

Chair Marisol DaSilva

Lacy Russell, Librarian CEO