

Southgate Ruth Hargrave Memorial Library Board
Minutes of Library Board

November 18, 2021
6:00 PM
Electronic Participation

Members Present: Muriel Scott
Joan John
Councillor Martin Shipston
Councillor Barbara Dobreen
Catherine Faulds
Renelle Harripaul

Members Absent: Charles Fernandes

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

1. Call to Order (6:00 PM)

The meeting was called to order by Vice Chair Joan John at 6:05 p.m.

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

Moved By Muriel Scott

Seconded By Renelle Harripaul

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)

5.1 Minutes from the October 28, 2021 Library Board Meeting

Moved By Barbara Dobreen
Seconded By Muriel Scott

Be it resolved that the Board approve the minutes from the October 28, 2021 Library Board meeting as presented.

Carried

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

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

6.1 Quarterly Statistics

The statistics, while significantly below those of 2019, they are higher than 2020 and climbing.

6.2 Strategic Plan and Board Succession Planning

With 2022 being an election year, a call for new Board members will be released in the Fall. Current Board members are invited to seek reappointment. It is suggested that a Board legacy document be developed through an additional meeting in early 2022.

6.3 2022 Board Meeting Dates

Moved By Martin Shipston
Seconded By Catherine Faulds

Be it resolved that the Board approve the 2022 Board meeting dates as presented; and that the Librarian/CEO arrange a Special Meeting of the Board to develop a legacy document in early 2022.

Carried

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

7.1 Monthly Finance Report

Report for October 2021 - received

7.2 Capital Budget Update

Moved By Renelle Harripaul

Seconded By Catherine Faulds

Be it resolved that the Board approve the changes to the 2022 Capital Budget as presented.

Carried

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

Received and discussed.

9. Friends of the Library Update (7:00 - 7:05 PM)

Martin Shipston provided a brief update. While it is still a viable group, it lacks membership. The Friends are in a good financial position to assist the Library for 2022.

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

None

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

<https://www.southgate.ca/en/news/resources/Council-Highlights/2021-11-3-Council-Meeting-Highlights.pdf>

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

Joan John invited everyone to the Starz of Southgate and Beyond concert at 7:30 p.m.

JCI is offering a job search workshop on November 25th at the Erskine Centre.

13. Date of Next Meeting

Operating Budget Review - November 29th , 2021 6:00 p.m.

Library Board Meeting - January 20, 2022 6:00 p.m.

14. Adjournment

Moved By Catherine Faulds

Seconded By Muriel Scott

Be it resolved that the Board adjourn the meeting at 7:32 p.m.

Carried

Chair

Lacy Russell, Librarian CEO