

**Southgate Ruth Hargrave Memorial Library Board**  
**Minutes of Library Board**

June 22, 2023  
6:00 PM  
Library - Mill Room

Members Present: Muriel Scott  
Councillor Joan John  
Janice Kaikkonen  
Pam Burgess  
Deedra Watson  
Leigh Gorman

Members Absent: Councillor Martin Shipston

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

**1. Call to Order**

Chair John called the meeting to order at 6:03 PM.

**2. Approval of the Agenda**

**Moved By** Pam Burgess

**Seconded By** Leigh Gorman

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

**Carried**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Adoption of Minutes**

**Moved By** Muriel Scott

**Seconded By** Pam Burgess

**Be it resolved that** the Board approve the minutes from the May 18, 2023 Library Board meeting as presented.

**Carried**

**5. Business Arising from the Minutes**

**5.1 Board Orientation**

The Librarian CEO gave the Board a demonstration on LinkedIn Learning.

**5.2 Strategic Plan**

**Moved By** Leigh Gorman

**Seconded By** Janice Kaikkonen

**Be it resolved that** the Board approve the Southgate Public Library Community Survey and direct the Librarian CEO to make minor corrections then release it to the public for the duration of the summer and to report the findings at the September 21, 2023 Library Board meeting.

**Carried**

**6. Consent Agenda**

**Moved By** Janice Kaikkonen

**Seconded By** Muriel Scott

**Be it resolved** that the Board receive the consent agenda items for information.

**Carried**

**6.1 Monthly Finance Report**

**6.2 CEO Report**

**7. New Business**

**7.1 Policy and By-law Committee**

**7.1.1 Equity, Diversity, and Inclusion Policy**

**Moved By** Pam Burgess  
**Seconded By** Leigh Gorman

**Be it resolved that** the Board approve the Equity, Diversity, and Inclusion Policy as recommended by the Policy and By-law Committee with administrative updates.

**Carried**

**8. News from Council**

<https://www.southgate.ca/en/news/resources/Council-Highlights/2023-06-07-Council-Meeting-Highlights.pdf>

**9. Member's Privilege**

Janice Kaikkonen updated the Board that Bluewater District School Board presented Chair Joan John with the Award of Excellence for her collaborative efforts with the Junction Community Initiatives group surrounding diversity, equity, inclusion, and cultural awareness.

Pam Burgess mentioned that JCI will be hosting two events, the Canada Day celebrations and an International Men's Day celebration.

Lacy mentioned that the Bridgerton Afternoon Tea and Return to Dundalk were successful events.

**10. Date of Next Meeting**

September 21, 2023 at 6:00 PM

**11. Adjournment**

**Be it resolved that** the Board adjourn the meeting at 7:16 PM.

---

Chair Joan John

---

Lacy Russell, Librarian CEO