

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
February 19th, 2020

The regular meeting of the St. Thomas Public Library Board was held at 4:15 p.m. on Wednesday, January 15th, 2020 in the Carolyn Kneeshaw Board Room, St. Thomas Public Library.

Present: Greg Grondin, Chair; Pam Hedden; Elizabeth Bourque; Deb Lavery;
Councillor Lori Baldwin-Sands; Deanne Feenstra; Peter Thornton;

Staff: Heather Robinson - CEO; Aaron DeVries; Dana Vanzanten; Amber-Lyn Sitland

Regrets: Councillor Joan Rymal; Terry Metcalf Vice-Chair;

Addition to the Agenda - None

Approval of Agenda

20-08 Moved by L. Baldwin-Sands, seconded by P. Hedden that the agenda be adopted as presented. CARRIED.

Declaration of Pecuniary Interest - There was none declared.

Minutes of January 15th, 2020

20-09 Moved by D. Lavery, seconded by E. Bourque that the Minutes of the Meeting of January 15th, 2020 be approved as presented. CARRIED.

Matters Arising from the Minutes - None

Presentations

Fundraising – Amelia Bainbridge
Maker Meet-Ups – Jonathan Mitchell & Aaron DeVries

Management Team Reports

CEO's Report - Received for information

- Incident Report Summary
- St. Thomas Public Library Cameras
- Home Show
- MFIPPA Delegate

Inclusivity and Diversity Plan - Received for information

Policies & Job Descriptions

- 20-10 Policy #02-10-0 Organizational Chart
Moved by E. Bourque, seconded by D. Lavery that St. Thomas Public Library Board approve the revised Policy #02-10-0 Organizational Chart as presented. CARRIED
- 20-11 Policy #04-06 Fund Development and Gift Acceptance
Moved by E. Bourque, seconded by D. Lavery that St. Thomas Public Library Board approve the revised Policy #04-06 Fund Development and Gift Acceptance as presented. CARRIED

Friends

- Friends Book Sales Report – January 2020 - Received for information.
Friends Liaison Report January 2020 – Received for Information

Reports - Standing Committees

Finance

- 20-12 Revenue and Expenditures December 31st, 2019 Statement (Revised)
Moved by D. Lavery, seconded by P. Thornton that St. Thomas Public Library Board approve the December 31st, 2019 revised Revenue and Expenditure Statement as presented. CARRIED.
- 20-13 Revenue and Expenditures January 31st, 2020
Moved by L. Baldwin-Sands, seconded by P. Thornton that St. Thomas Public Library Board approve the January 31st, 2020 Revenue and Expenditure Statement as presented. CARRIED.

Personnel Committee **In Camera Session**

- 20-14 Moved by L. Baldwin Sands, seconded by P. Hedden that the St. Thomas Public Library Board move, “In Camera” to discuss Personal matters about an identifiable individual. CARRIED.
- 20-15 Moved by Lori Baldwin-Sands, seconded by P. Thornton that the St. Thomas Public Library Board move, “Out of Camera”. CARRIED.

Public Relations and Fundraising Committee - None

Southern Ontario Library Service – None

Federation of Ontario Public Libraries – None

Correspondence - None

Health and Safety

Health & Safety Committee Report

Joint Health & Safety Committee Minutes – January 2020 - Received for information

Other Business - None

Adjournment

20-16 Moved by Lori Baldwin-Sands, seconded by Pam Hedden that the meeting adjourn at 5:12 pm CARRIED.

Next Meeting: March 18th, 2020

Chair

Secretary