

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
September 9th, 2020

The meeting of the St. Thomas Public Library Board was held at 4:15 p.m. on Wednesday, September 9th, 2020 via Zoom Online

Present: Greg Grondin, Chair; Terry Metcalf Vice-Chair; Councillor Joan Rymal; Elizabeth Bourque; Councillor Lori Baldwin-Sands; Deanne Feenstra; Peter Thornton; Pam Hedden;

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

Regrets: Deb Laverty

Guest: Christine Scrimgeour

Addition to the Agenda - None

Approval of Agenda

20-52 Moved by L. Baldwin-Sands, seconded by J. Rymal that the agenda be adopted as presented. CARRIED.

Declaration of Pecuniary Interest - There were none declared.

2019 Draft Audited Financial Statements - Christine Scrimgeour

20-53 Moved by T. Metcalf, seconded by E. Bourque that the 2019 Draft Financial Statements be approved as presented. CARRIED

Minutes of August 19th, 2020

20-54 Moved by J. Rymal, seconded by T. Metcalf that the Minutes of the Meeting of August 19th, 2020 be approved as presented. CARRIED.

Matters Arising from the Minutes - None

Management Team Reports

CEO Report – Received for information

20-55 Mural on West Wall
Moved by J. Rymal, seconded by D. Feenstra that St. Thomas Public Library Board approve the Mural on West Wall Plan as presented CARRIED.

Note: Rebar will be required to be fixed before Mural. H Robinson will ask if this repair can be included in the cost of the mural.

- 20-56 Little Free Libraries
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board decline the Little Free Libraries proposal due to liabilities. CARRIED.
- 20-57 Policy #06-06 Security Video Surveillance
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board approve the Security Video Surveillance Policy with the amendment of changed wording from City to Library in three places. CARRIED.
- 20-58 Capital Project – Master Plan
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board approve the Capital Project Master Plan as presented CARRIED.
- 20-59 Capital Project Courtyard
Moved by J. Rymal, seconded by P. Thornton that St. Thomas Public Library Board approve the Capital Project Courtyard Plan as presented CARRIED.

Managers Report – Received for information

- 20-60 Fine Free Report
Moved by L. Baldwin-Sands, seconded by D. Feenstra that St. Thomas Public Library Board approve the Fine Free Report as presented CARRIED.
- Note: Policy 03-04 Regulations - Schedule of Fees and Fines will need to be revised.

Community Help Connect – Received for information

Reports - Standing Committees

Finance

- 20-61 Revenue and Expenditures June 30th, 2020 Statement
Moved by T. Metcalf, seconded by P. Thornton that St. Thomas Public Library Board approve the June 30th, 2020 Revenue and Expenditure Statement as presented. CARRIED.
- 20-62 Revenue and Expenditures July 31st, 2020 Statement
Moved by T. Metcalf, seconded by E. Bourque that St. Thomas Public Library Board approve the July 31st, 2020 Revenue and Expenditure Statement as presented. CARRIED.

Personnel Committee **In Camera Session**

- 20-63 Moved by J. Rymal, seconded by T. Metcalf that the St. Thomas Public Library Board move, “In Camera” to discuss Personal matters about an identifiable individual. CARRIED.

20-64 Moved by T. Metcalf, seconded by J. Rymal 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

Friends of St. Thomas Public Library – None

Correspondence - None

Health and Safety

Health & Safety Committee Report - None

Other Business - None

Adjournment

20- 65 Moved by L. Baldwin-Sands, seconded by E. Bourque that the meeting adjourn at 5:10 pm. CARRIED.

Next Meeting – October 21st, 2020.

Chair

Secretary