

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
October 20, 2021
4:15 p.m. Zoom – Online Meeting

Mission of St. Thomas Public Library
We Connect

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

Staff: Heather Robinson, CEO; Aaron DeVries; Dana Vanzanten; Tammi Hawley

Regrets: Deb Laverty; Peter Thornton; Nadine Poulos;

Approval of Agenda

21-81 Moved by Elizabeth Bourque, seconded by Lori Baldwin-Sands, that the Agenda be adopted as presented; CARRIED.

Declaration of Pecuniary Interest – There was none declared.

Minutes of September 15, 2021

21-82 Moved by Joan Rymal, and seconded by Terry Metcalf, that the Minutes of the Meeting of September 15, 2021, 2021 be approved as presented; CARRIED

Matters Arising from the Minutes – NONE

Strategic Plan Update – Received for Information

Management Team Reports

CEO Report – Received for Information

21-83 Vacation Carryover
Moved by Lori Baldwin-Sands, and seconded by Joan Rymal, that an extra week of vacation be allowed to be carried over into 2022 as a one-time exception; CARRIED.

21-84 Master Plan Board Stakeholder Meeting
November's meeting will start at 2:00 pm to include the Stakeholder meeting.

21-85 Benefits
Moved by Terry Metcalf, and seconded by Joan Rymal, that the Board accept the benefit carriers that the City has approved; CARRIED.

21-86 Harassment, Discrimination & Violence Prevention and Resolution Policy and Program
Moved by Terry Metcalf, and seconded by Joan Rymal, that the Board's policy be replaced with the City's policy as submitted; CARRIED

21-87 Dress Code Policy
Moved by Pam Hedden, and seconded by Deanne Feenstra, that the policy be accepted as submitted; CARRIED

21-88 DEI Competencies

Moved by Joan Rymal, and seconded by Elizabeth Bourque, that the DEI Competencies be added to the job descriptions as submitted; CARRIED.

21-89 Masking Policy
Moved by Joan Rymal, and seconded by Elizabeth Bourque, that the policy be accepted as submitted; CARRIED

21-90 Sponsorship Policy
Moved by Terry Metcalf, and seconded by Lori Baldwin-Sands, that they policy be accepted with the amendment recommended at June's Board meeting; CARRIED.

Reports – Standing Committees

Finance Committee

21-91 Moved by Terry Metcalf, seconded by Joan Rymal, that the Revenue and Expenditure Statement September 30, 2021 be approved as presented; CARRIED

21-92 Moved by Terry Metcalf, seconded by Joan Rymal, that the Designated Deferred Funds Statement September 30, 2021 be approved as presented; CARRIED

21-93 Moved by Terry Metcalf, seconded by Joan Rymal, that the Operating Budget for 2022 be approved as presented; CARRIED

Personnel Committee

21-94 Moved by Lori Baldwin-Sands, seconded by Terry Metcalf, that the Board go to In Camera; CARRIED.

21-95 Moved by Lori Baldwin-Sands, seconded by Pam Hedden, to move Out of Camera; CARRIED.

Public Relations and Fundraising Committee – None

OLS Board Assembly Report - None

Federation of Ontario Public Libraries – None

Friends – Received for Information from Dana Vanzanten

Correspondence – None

Health and Safety – None

Other Business – None

Adjournment

21-96 Moved by Elizabeth Bourque, seconded by Pam Hedden, that the meeting adjourns at 5:23 p.m.; CARRIED.

Next Meeting – November 17, 2021