

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
October 18th, 2017

The regular meeting of the St. Thomas Public Library Board was held at 4:15 p.m. on Wednesday, October 18th, 2017 in the Carolyn Kneeshaw Board Room, St. Thomas Public Library.

Present: Greg Grondin, Chair; Terry Metcalf, Vice-Chair; JoAnn Dunn; Joan Rymal; Steve Wookey; Kelly Hoogstra; Elizabeth Bourque, Deanne Feenstra; Deb Laverty

Staff: Heather Robinson - CEO; Sarah Macintyre; Dana Vanzanten; Amber-Lyn Sitland

Regrets: Aaron DeVries

Approval of Agenda

17- 83 Moved by K. Hoogstra, seconded by J. Rymal that the agenda be adopted. CARRIED.

Declaration of Pecuniary Interest - There was none declared.

Minutes of September 20th, 2017

17-84 Moved by E. Bourque, seconded by S. Wookey that the Minutes of the Meeting of September 20th, 2017 be approved. CARRIED.

Matters Arising from the Minutes – There was none.

Reports - Staff

CEO's Report - Received for information

STEAM, John Sanders' Letter

A letter is not needed t this time but regular Financial Reports must be provided to the Board from the STEAM Centre.

Citizen Budget Survey – Received for information

2018-2021 Strategic Plan – Draft

17- 85 Moved by J. Rymal, seconded by S. Wookey that the 2018-2021 Strategic plan be approved with two amendments. CARRIED.

Amendments:

- * Change wording for “Championing Community Connectedness”
- * Add “Exploration” at the end of #5 on Supporting Fearless Exploration

Vision Statement

- 17- 86 Moved by K. Hoogstra, seconded by T. Metcalf that the Revised Vision Statement be approved as presented. CARRIED.

Library Activities

Managers Board Report – Received for information.

Gates Report: Manager, Access Services

- 17- 87 Moved by S. Wookey, seconded by K. Hoogstra that the recommendation to no longer purchase EM strips for materials, effective immediately be approved. CARRIED.
- 17- 88 Moved by T. Metcalf, seconded by J. Dunn that the recommendation to turn off the gates in December 2017 and in March 2018 the gates be removed be approved. CARRIED.

Kiosk Report: Manager, Access Services - Received for information.

Holds Locker Report: Manager, Access Services

- 17- 89 Moved by T. Metcalf, seconded by J. Rymal that the Holds Locker be purchased from Convergent as presented. CARRIED.

STEAM AGM – Received for information.

Power of Brands: Manager Advocacy & Com. Develop. – Received for information.

Staff Newsletter– Received for information.

Policies

- 17- 90 Policy: Fund Development and Gift Acceptance #04-06
Moved by T. Metcalf, seconded by S. Wookey that St. Thomas Public Library Board approve the revised Fund Development and Gift Acceptance Policy as presented. CARRIED.
- 17- 91 Policy: Accessible Customer Service #03-08
Moved by J. Rymal, seconded by E. Bourque that St. Thomas Public Library Board approve the revised Accessible Customer Service Policy as presented. CARRIED.
- 17- 92 Policy: Circulation Policy #03-11
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board approve Circulation Policy as presented. CARRIED.
- 17- 93 Policy: Pandemic Response #05-06
Moved by J. Rymal, seconded by E. Bourque that St. Thomas Public Library Board remove the Pandemic Response Policy. CARRIED.

Friends Book Sales Report – September 2017- Received for information.

Friends Liaison Report – September 2017 - Received for information.

Statistics Report – No Report

Reports - Standing Committees

Finance

- 17- 94 Revenue and Expenditures September 30th, 2017 Statement
Moved by T. Metcalf, seconded by J. Dunn that St. Thomas Public Library Board approve the Revenue and Expenditure Statement September 30th, 2017 as presented. CARRIED.
- 17- 95 Trust Fund Statement September 30th, 2017
Moved by T. Metcalf, seconded by S. Wookey that St. Thomas Public Library Board approve the September 30th, 2017 Trust Fund Statement as presented. CARRIED.
- 17- 96 2018 Operating Budget
Moved by T. Metcalf, seconded by J. Dunn that St. Thomas Public Library Board approve the 2018 Operating Budget as presented. CARRIED.

Southern Ontario Library Service – No Report

Personnel — No Report

Fundraising and Public Relations – No Report

Federation of Ontario Public Libraries – No Report

Correspondence - none

Health and Safety

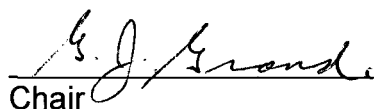
Joint Health & Safety Committee Board Report – No Report

Other Business – None

Adjournment

- 17- 97 Moved by J. Rymal, seconded by T. Metcalf that the meeting adjourn at 5:00 p.m. CARRIED.

Next Meeting: November 8th, 2017


Chair


Secretary