

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
January 17th, 2018

The regular meeting of the St. Thomas Public Library Board was held at 4:15 p.m. on Wednesday, January 17th, 2018 in the Carolyn Kneeshaw Board Room, St. Thomas Public Library.

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

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

Regrets: Deanne Feenstra

Approval of Agenda

18-01 Moved by S. Wookey, seconded by J. Dunn that the agenda be adopted as presented with the addition of Other Business - Branch Library. CARRIED.

Declaration of Pecuniary Interest - There was none declared.

Minutes of December 20th, 2017

18-02 Moved by J. Rymal, seconded by E. Bourque that the Minutes of the Meeting of December 20th, 2017 be approved. CARRIED.

Matters Arising from the Minutes – There was none.

Reports - Staff

CEO's Report - Received for information

18-03 Moved by T. Metcalf, seconded by K. Hoogstra that the Staff Training Days of April 27, 2018 and November 23, 2018 be approved. CARRIED.

Strategic Plan – The wording for “Championing Community Connectedness” will now be “Making Meaningful Connections”

Colour Rendering of Lower Garden - Received for information

Ministry of Labour – “Fair at Work” - Received for information

Library Activities

Managers Board Report – Workflows and Efficiencies - Received for information.

Communication Plan Report – Received for information.

Customer Service Code – Received for information.

Policies

18-04 Policy: Harassment, Discrimination and Violence Prevention
Moved by K. Hoogstra, seconded by S. Wookey that St. Thomas Public Library Board approve the revised Policy: Harassment, Discrimination and Violence Prevention as presented. CARRIED.

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

Friends Liaison Report – December 2017 - Received for information.

Statistics Report – Included in Managers Report - Workflows and Efficiencies

Reports - Standing Committees

Finance

Revenue and Expenditures December 31st, 2017 Statement

City Hall has not Posted the December accounts. In February the Board will receive December 2017 and January 2018 Revenue and Expenditure Reports.

18-05 Trust Fund Statement December 31st, 2017
Moved by T. Metcalf, seconded by S. Wookey that St. Thomas Public Library Board approve the December 31st, 2017 Trust Fund Statement as presented. CARRIED.

Southern Ontario Library Service – None

Fundraising and Public Relations – None

Federation of Ontario Public Libraries – None

Correspondence – None

Health and Safety – None

Personnel - None

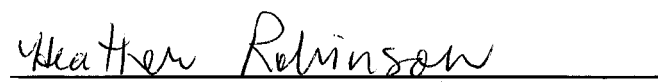
Other Business – Branch Library – A committee of G. Grondin, T. Metcalf, D. Laverty, J. Rymal, H. Robinson and the Library Management Team has been created and the committee will meet and report back to the Board.

Adjournment

18-06 Moved by J. Rymal, seconded by T. Metcalf that the meeting adjourn at 4:42 p.m. CARRIED.

Next Meeting: February 21st, 2018


Chair


Secretary