

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
April 18th, 2018

The regular meeting of the St. Thomas Public Library Board was held at 4:15 p.m. on Wednesday, April 18th, 2018 in the Carolyn Kneeshaw Board Room, St. Thomas Public Library.

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

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

Regrets:

Approval of Agenda

18-30 Moved by S. Wookey, seconded by J. Dunn that the agenda be adopted as presented with the addition of the Courtyard Project Motion. CARRIED.

Declaration of Pecuniary Interest - There was none declared.

Minutes of March 21st, 2018

18-31 Moved by J. Rymal, seconded by E. Bourque that the Minutes of the Meeting of March 21st, 2018 be approved. CARRIED.

Matters Arising from the Minutes – There was none.

Management Team Reports

CEO's Report - Received for information

Memorial Auditorium – Presentation

Courtyard Project

18-32 Moved by T. Metcalf, seconded by E. Bourque that St. Thomas Public Library Board approve that the Courtyard Project be delayed and submitted as a capital project in 2019. CARRIED.

Bids for Benefits

18-33 Moved by J. Dunn, seconded by D. Laverty that St. Thomas Public Library Board approve that St. Thomas Public Library will no longer participate in the Bids for Benefits Program. CARRIED.

MFIPPA Report - Received for information.

Program Report – Early Childhood Literacy – Received for information.

Strategic Plan Implementation Report - Received for information.

Communication Plan - First Quarter Report - Received for information.

Friends Book Sales Report – March 2018- Received for information.

Friends Liaison Report – March 2018 - Received for information.

Policies

18-34 Job Description: Circulation Support #02-10-3.4
Moved by S. Wookey, seconded by J. Rymal that St. Thomas Public Library Board approve the revised Job Description: Circulation Support #02-10-3.4 as presented with the revision of removing “he/she” and “himself/herself” and replacing with “they”. CARRIED.

A presentation will be arranged with K. Hoogstra and D. Vanzanten on the topic of understanding the “he/she” “they”. More information to follow.

Reports - Standing Committees

Finance

18-35 Revenue and Expenditures March 31st, 2018 Statement
Moved by T. Metcalf, seconded by J. Dunn that St. Thomas Public Library Board approve the March 31st, 2018 Revenue and Expenditure Statement as presented. CARRIED.

18-36 Trust Fund Statement March 31st, 2018
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board approve the March 31st, 2018 Trust Fund Statement as presented. CARRIED.

Personnel Committee- None

Public Relations and Fundraising Committee – None.

Southern Ontario Library Service – None. Saturday April 21st is the SOLS meeting.

Federation of Ontario Public Libraries – None

Correspondence – Library Media Release Ontario Budget - Received for information.

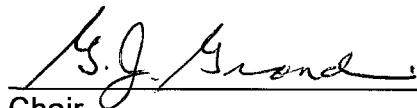
Health and Safety – None

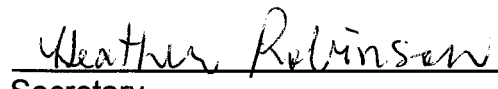
Other Business – None.

Adjournment

18-37 Moved by S. Wookey, seconded by J. Rymal that the meeting adjourn at 4:45 p.m. CARRIED.

Next Meeting: May 16th, 2018


Chair


Secretary