

MINUTES
ST. THOMAS PUBLIC LIBRARY BOARD
June 19th, 2019

The regular meeting of the St. Thomas Public Library Board was held at 4:15 p.m. on Wednesday, June 19th, 2019 in the Carolyn Kneeshaw Board Room, St. Thomas Public Library.

Present: Greg Grondin, Chair; Terry Metcalf Vice-Chair; Councillor Lori Baldwin-Sands; Councillor Joan Rymal; Deb Laverty; Deanne Feenstra; Elizabeth Bourque; Pam Hedden;
Staff: Heather Robinson - CEO; Aaron DeVries; Dana Vanzanten; Amber-Lyn Sitland
Regrets: Peter Thornton;

Addition to the Agenda - None

Approval of Agenda

19-70 Moved by L. Baldwin-Sands, seconded by E. Bourque that the agenda be adopted as presented. CARRIED.

Declaration of Pecuniary Interest - There was none declared.

Minutes of May 15th, 2019

19-71 Moved by L. Baldwin-Sands, seconded by T. Metcalf that the Minutes of the Meeting of May 15th, 2019 be approved as presented. CARRIED.

Matters Arising from the Minutes - None

Presentations

Staff Presentations

Rosemarie Johnson-Clarke and Darlene Vreman
Library Assistant Children's & Teens Department

Graham Dart – Human Resources, City of St. Thomas

Board Training - None

Management Team Reports

CEO's Report - Received for information

19-72 City of St. Thomas - Mileage
Moved by T. Metcalf, seconded by E. Bourque that St. Thomas Public Library Board approve the City of St. Thomas mileage rate as presented. CARRIED

- 19-73 Substance Abuse Policy
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board approve the revised Substance Abuse Policy as presented. CARRIED.
- 19-74 Administrative Coordinator
Moved by J. Rymal, seconded by E. Bourque that St. Thomas Public Library Board approve the revised Administrative Coordinator Job Description as presented. CARRIED.
- 19-75 Facility Policy
Moved by T. Metcalf, seconded by J. Rymal that St. Thomas Public Library Board approve the revised Facility Policy as presented. CARRIED
- 19-76 Interlibrary Loan Report
Moved by L. Baldwin-Sands, seconded by T. Metcalf that St. Thomas Public Library Board approve the Interlibrary Loan recommendations as presented. CARRIED

Friends

Friends Book Sales Report – May 2019 - Received for information.

Friends Liaison Report – May 2019 – Received for information

Reports - Standing Committees

Finance

- 19-77 Revenue and Expenditures May 31st, 2019 Statement
Moved by T. Metcalf, seconded by L. Baldwin-Sands that St. Thomas Public Library Board approve the April 30th, 2019 Revenue and Expenditure Statement as presented. CARRIED.

Public Relations and Fundraising Committee – None

Personnel Committee – None

Southern Ontario Library Service – None

Federation of Ontario Public Libraries – None

Correspondence - None

Health and Safety

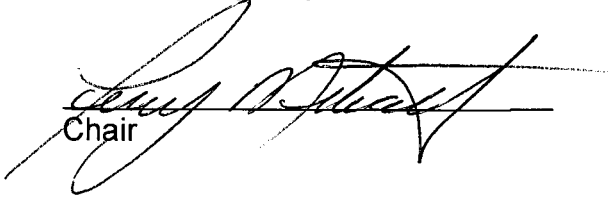
Health & Safety Committee Report – Received for information.

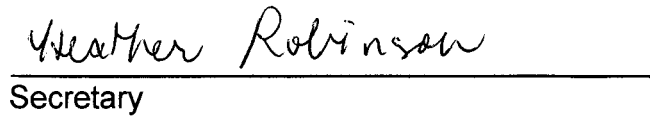
Other Business - None

Adjournment

19-78 Moved by L. Baldwin-Sands, seconded by J. Rymal that the meeting adjourn at 5:24 pm CARRIED.

Next Meeting: September 18th, 2019


Chair


Secretary