

MINUTES  
ST. THOMAS PUBLIC LIBRARY BOARD  
June 15, 2022  
4:15 p.m. Zoom – Online Meeting

**Mission of the St. Thomas Public Library**  
***We Connect***

Present: Greg Grondin, Chair; Terry Metcalf, Vice-Chair; Councillor Joan Rymal; Councillor Lori Baldwin-Sands; Peter Thornton; Pam Hedden; Deb Laverty

Staff: Heather Robinson, CEO; Aaron DeVries; Dana Vanzanten; Nadine Poulos; Tammi Hawley; Mallory Pearce; Amelia Bainbridge; Darlene Vreman

Regrets: Elizabeth Bourque; Deanne Feenstra (due to technology issue).

**Approval of Agenda**

22-41 Moved by Lori Baldwin-Sands, seconded by Joan Rymal, that the Agenda be adopted as presented; CARRIED.

**Declaration of Pecuniary Interest** – There was none declared.

**Minutes from May 18, 2022**

22-42 Moved by Terry Metcalf, seconded by Joan Rymal, that the Minutes be accepted as presented; CARRIED.

**Matters Arising from the Minutes** – NONE

**Management Team Reports**

**CEO Report – Received for Information**

22-43 Board Meeting Times and Formats  
Moved by Terry Metcalf, seconded by Joan Rymal, that Board Meetings be held at 7:00 pm, beginning in December of 2022 with the next Board term; and that the format of the meetings be decided by the Board at a later date; CARRIED.

22-44 Elections, Including Use of Library Resources during an Election Period Policy  
Moved by Terry Metcalf, seconded by Joan Rymal that the Policy be approved as submitted; CARRIED.

22-45 Administrative Clerk/Wellness Coordinator Job Description  
Moved by Terry Metcalf and seconded by Joan Rymal that the job description be approved as submitted; CARRIED.

## **Library Services Report – Received for Information**

### **Library Space Changes - For Information.**

- 22-46      Programming Policy  
Moved by Joan Rymal, seconded by Terry Metcalf, to approve the policy as submitted;  
CARRIED.
- 22-47      Land Acknowledgment Policy  
Moved by Lori Baldwin-Sands, seconded by Joan Rymal, to approve the policy as  
submitted; CARRIED.
- 22-48      Attendance Support Policy  
Moved by Joan Rymal, seconded by Terry Metcalf, to approve the policy as submitted;  
CARRIED.

### **Reports - Standing Committees**

#### **Finance Committee**

- 22-49      Revenue and Expenditure Statement  
Moved by Terry Metcalf, seconded by Peter Thornton, that the Revenue and  
Expenditure Report be approved as presented; CARRIED
- 22-50      Designated Deferred Funds Statement  
Moved by Terry Metcalf, seconded by Deb Laverty, that the Revenue and Expenditure  
Report be approved as presented; CARRIED

#### **Personnel Committee - None**

#### **Public Relations and Fundraising Committee – None**

#### **OLS Board Assembly Report - None**

#### **Federation of Ontario Public Libraries – None**

#### **Friends – For Information**

#### **Correspondence – BWGPL Board Letter For Information**

#### **Health and Safety - None**

#### **Other Business – None**

#### **Motion for Adjournment**

- 22-51      Moved by Lori Baldwin-Sands, seconded by Deb Laverty, that the meeting be adjourned  
at 5:08 p.m.; CARRIED.

#### **Next Meeting – September 21, 2022 @ 4:15 pm**