

MINUTES  
ST. THOMAS PUBLIC LIBRARY BOARD  
April 10, 2024  
5:00 p.m. – Board Room

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

Present: Greg Grondin, Chair, Deb Laverty, Vice-Chair, David Sharpe, Larry Needham, Peter Bloch-Hansen, Councillor Tara McCaulley

Regrets: Councillor Rose Gibson, Geoff Rae, Chi Doan

Staff: Heather Robinson, CEO, Dana Vanzanten, Aaron DeVries, Nadine Poulos, Christine Lewis

**Adoption of the Agenda**

24-17 Moved by Tara McCaulley, seconded by Peter Bloch-Hansen that the Agenda be adopted as presented. CARRIED.

**Declaration of Pecuniary Interest** - None declared.

**Minutes from March 13, 2024**

24-18 Moved by Larry Needham, seconded by Tara McCaulley that the Minutes be accepted as presented. CARRIED.

**Matters Arising from the Minutes** – None.

**Management Team Reports**

**CEO Report**

24-19 Moved by David Sharpe, seconded by Larry Needham that the Library Board Member Job Description be accepted as presented. CARRIED.

24-20 Moved by Deb Laverty, seconded by Tara McCaulley that the Board Members' Code of Conduct be accepted as presented. CARRIED.

24-21 Moved by Larry Needham, seconded by Tara McCaulley that the Mission Statement be accepted as presented. CARRIED.

24-22 Moved by Deb Laverty, seconded by Larry Needham that the Library's Harassment, Discrimination and Violence Prevention and Resolution Policy and Program be accepted as presented. CARRIED.

## **Reports – Standing Committees**

### **Finance Committee**

- 24-23 Moved by David Sharpe, seconded by Peter Bloch-Hansen that the Revenue and Expenditures Statement for March 2024 be approved as presented. CARRIED.
- 24-24 Moved by Larry Needham, seconded by David Sharpe that the Designated Deferred Funds Statement for March 2024 be approved as presented. CARRIED.

### **Personnel Committee**

- 24-25 Moved by Larry Needham, seconded by Tara McCaulley that the meeting move In Camera at 5:40pm. CARRIED.
- 24-26 Moved by Tara McCaulley, seconded by Larry Needham that the meeting move Out of Camera at 5:55pm. CARRIED.

### **Public Relations and Outreach Committee**

- 24-27 Moved by Larry Needham, seconded by Tara McCaulley that the Board Advocacy Policy be accepted as presented. CARRIED.

Larry Needham made a presentation about Board Advocacy. He handed out a questionnaire to Board members which he asked to be completed for discussion at the next Board meeting.

**OLS Board Assembly Report** – No report.

**Federation of Ontario Public Libraries** – No report.

**Friends of the Library** – Report.

**Correspondence** – None.


**Health and Safety** – No report.

**Other Business** – None.

### **Motion for Adjournment**

- 24-28 Moved by Larry Needham, seconded by Tara McCaulley, that the meeting be adjourned at 6:00p.m.

**Next Meeting** – May 8, 2024 @ 5:00 p.m.

  
Chair

  
Secretary

