

West Grey Public Library Board Minutes

April 17, 2019

West Grey Public Library - Durham Branch

Present: Malcolm Beddoe, Boyde Colwell, Lindsey Glazier, Beth Hamilton, Michele Humphry, Doug Hutchinson, Claudia Mueller, Elizabeth Murray, Kim Storz, CEO

Guest (s): Stephen Townsend

Call to Order

The chair called the meeting to order at 7:38pm

Agenda

**Moved by Beth Hamilton and seconded by Doug Hutchinson to approve the agenda as amended.
Carried**

Declaration of Interest

It is recorded that there were no declarations of pecuniary or conflict of interest or the general nature thereof.

Delegation

Training

- a. Minutes
 - When there is discussion the broad heading can be included but not the actual discussion
- b. LearnHQ
 - Go to <https://www2.librarygovernance.ca>
- c. May 11 in Owen Sound
 - Library Board Training if available
- d. Attendance
 - Three or more absences without notification is cause for immediate vacation of seat (for entire year) – BL-05 Section 2-4
 - i. In accordance with the **Public Libraries Act**, s. 13 (c), “If a board member is absent from the meetings of the board for three consecutive months without being authorized by a board resolution

Consent Agenda

- a. Adopt previous minutes – March 27, 2019
- b. Librarian report – March 2019 - **pulled**
- c. Statistical report – March 2019
- d. Accounts Payable – March 2019

Librarian report – March 2019

Discussion regarding training and date correction on librarian report

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**Moved by Lindsey Glazier and seconded by Beth Hamilton THAT it hereby be resolved the West Grey Public Library Board adopt items A, C, D.
Carried**

**Moved by Beth Hamilton and seconded by Lindsey THAT it hereby be resolved that the Library Board adopt the Librarian Report.
Carried**

Correspondence if any

Matters arising from minutes

**Moved by Lindsey Glazier and seconded by Malcolm Beddoe THAT the West Grey Public Board create a Diversity and Inclusion Committee that has a minimum of five community members and two current board members.
Carried**

- Lindsey Glazier to bring forward a draft mandate

Monitor the progress of the Strategic Plan

- Planning session on the framework for library strategic plan was held at 6:30 p.m. prior to board meeting
- Board members to bring feedback and suggestions on vision and values to next meeting
- Kim Storz to provide questions from previous survey done in 2014.

Committee Review and Updates

- a. Policy Committee
 - Review "GOV-09" [CEO Evaluation] and bring to May meeting
- b. Finance Committee
 - Budget passed by Municipal council

Report on Board members' advocacy activities

- Possibility of getting a spot in the Spotlight Magazine
- Idea sharing and partnership with the Durham Art Gallery

Closed Session

**Moved by Beth Hamilton and seconded by Boyde Colwell THAT the West Grey Public Board move into a closed session to discuss items, which relate to personal matters about identifiable individuals 239 (2) (b) of the Municipal Act.
Carried**

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Moved by Beth Hamilton and seconded by Doug Hutchinson Be it resolved that, the West Grey Public Board return to open session.

(Malcolm Beddoe confirms that only closed session items identified were discussed in closed session)

Carried

Matters Arising from the Closed Session

Moved by Lindsey Glazier and seconded by Michele Humphrey THAT the West Grey Public Board approve the CEO evaluation.

Carried

- Kim to produce outline of what she has done and what she envisions in the future for the next board meeting.

Other Business

Council Reporting

- Add to board advocacy activities

Board Evaluation

- How frequent should the board evaluate themselves?
- Look over the board evaluations

Open Discussion

Next Meeting

The next regular meeting of the West Grey Public Library Board will be held on 15th of May at 7:30pm.

Adjournment

Lindsey Glazier moved THAT we adjourn the meeting at 8:52pm

Chair

Date