

## West Grey Public Library Board Minutes

20 December 2019

West Grey Public Library — West Grey Municipal Office

Present: Malcolm Beddoe, Elizabeth Murray, Doug Hutchinson, Beth Hamilton, Boyde Colwell, Kim Storz CEO

Regrets: Claudia Mueller, Michele Humphrey, Stephen Townsend, Les Bridgen,

### 1. Call to Order

The chair called the meeting to order at 10:08 am

### 2. Approval of Agenda

**Moved by Doug Hutchinson and seconded by Boyde Colwell THAT it hereby be resolved that the West Grey Public Library Board approve the amended agenda.**

**Motion carried**

### 3. Declaration of Pecuniary Interest or Conflict of Interest

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

### 4. Correspondence

N/A

### 5. Consent Agenda

- a. Adopt previous minutes — 15 November 2019
- b. Librarian's report — November 2019
- c. Statistical report — November 2019
- d. Accounts payable — November 2019

**Moved by Boyde Colwell and seconded by Beth Hamilton THAT it hereby be resolved that the West Grey Public Library Board adopt items A-D on the Consent Agenda.**

**Motion carried**

### 6. Matters arising from minutes

a) Matters arising from the minutes will be dealt with within each committee report

b) **Moved by Liz Murray and seconded by Boyde Colwell THAT the motion Moved by Doug Hutchinson and seconded by Malcolm Beddoe THAT a request be forwarded to West Grey Council to replace one West Grey Public Library Board member temporarily with community member Stephen Townsend and to fill a vacancy, from the October 2019 meeting be rescinded.**

**Motion carried**

**Request for leave of absence was received from WGPL Board member Claudia Mueller.**

**Moved by Doug Hutchinson and seconded by Malcolm Beddoe THAT a request be forwarded to West Grey Council to replace Claudia Mueller with Councilor Stephen Townsend and to fill a vacancy.  
Motion carried**

**7. Monitor the progress of the Strategic Plan**

**Moved by Liz Murray and seconded by Beth Hamilton that it hereby be resolved that the Strategic Plan be adopted.**

**Motion carried**

Discussion and decisions made that seven values, as follows, be added to the Strategic Plan: integrity, welcoming, diverse and inclusive, innovative and adaptable, accessible, engaging and collaborative.

**8. Committee Review and Updates**

**a) Policy Committee**

**Moved by Beth Hamilton and seconded by Doug Hutchinson THAT GOV05-GOV08 be approved as amended.**

**Motion carried**

Mileage or honorarium for business outside board meetings to be discussed at next meeting. Because staff travel is included under Personnel, discussion will cover Board travel only.

**b) Finance Committee**

**Moved by Beth Hamilton and seconded by Boyde Colwell That the revised capital budget minus operating budget items be approved.**

**Motion carried**

**Motion by Beth Hamilton that the revised 2020 operations budget with .02% Cost of Living Allowance increase be approved, seconded by Boyde Colwell.**

**Motion carried**

**Motion by Doug Hutchinson and seconded by Boyde Colwell that the three-year budget forecast for 2021 and 2022 be approved.**

**Motion carried**

**9. Report on Board Member Advocacy Activities**

10 January 2020 Malcolm has a meeting with Mayor Christine Robinson

Malcolm had a discussion with the RTO (Retired Teachers of Ontario) about library services to seniors and possibility of cooperation between libraries and retired teachers

Michele Humphrey and Malcolm Beddoe will attend the OLA conference for the week.

Liz Murray will attend the OLA boot camp for Board members on the Saturday

**10. Report from Council Members**

**Doug Hutchinson explained that Family Day, now a Statutory holiday, coincided with Durham's Frazzle Fest and that, as a result, there will likely be fewer volunteers to assist with the event. He will be assisting at the arena.**

**11. New Business**

a) Meeting times

Recommend future board meetings be held from 1:30 to 3:30, third Wednesday of the month.

b) Bill 132 - survey results

WGPL board meetings carry on as is with 10 scheduled meetings per year.

**12. Open discussion**

Kim to present spread sheet of progress on strategic plan at future board meetings.

Kim discussed the library questionnaires. The first will be a part of the new year West Grey Property tax information brochure sent to property owners. It will also be available at each of the library branches for residents who aren't property owners.

**13. Next meeting**

The next meeting will be held Wednesday January 15<sup>th</sup>, 2020, 1:30pm at the Municipal office.

**Adjournment 12:10 pm**

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Chair

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Date