

## Library Board Minutes May 2016

The Rideau Lakes Public Library Board held a regular meeting at the Portland Branch on Wednesday, May 25, 2016 at 10 a.m.

Roll Call was taken and the following Board Members were in attendance: Bob Lavoie, Bernie MacLean, Yvonne Helwig, Peggy Fletcher, Pam Cairncross, Doug Franks, Greg Smith

Regrets: Sheilagh Dubois

Staff: Christine Row

### RESOLUTION #16-19

Moved by: Pam Cairncross

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board accepts the agenda with the addition of bumper stickers from Chamber of Commerce.

Carried.

### RESOLUTION # 16-20

Moved by: Bernie MacLean

Seconded by: Yvonne Helwig

The Rideau Lakes Public Library Board approves the April 2016 minutes.

Carried.

### RESOLUTION #16-21

Moved by: Greg Smith

Seconded by: Bob Lavoie

The Rideau Lakes Public Library Board accepts the CEO's report.

Carried.

### RESOLUTION #16-22

Moved by: Greg Smith

Seconded: Pam Cairncross

On the Chair and Treasurer's review and recommendation, the Rideau Lakes Public Library Board approves the internal control recommendations from the auditor for implementation by staff.

Carried.

## RIDEAU LAKES HISTORY CENTRE

Discussion was held on the necessary framework required to move ahead with the History Centre. Yvonne Helwig drafted a proposal which she will send to the Rideau Lakes Public Library Board. Christine Row is meeting with Sue Warren on Thursday, May 26 to discuss the proposal. The Rideau Lakes Public Library Board will discuss the History Centre at the July meeting, after all members have had a chance to read the proposal.

## POLICY UPDATE

Yvonne Helwig and Bernie MacLean sent the Board members several policies to review which included: Policy Development, Advocacy, Collection, Health & Safety, Planning Framework, Public Relations, Personnel, Working Alone, Workplace Violence, Technology Overview, Purchasing, Staff Use of Communication Technologies. Councillor Bob Lavoie suggested the Purchasing Policy be compared to the Township's Procurement Policy and the Procurement Policy for Broader Public Service. The other policies will now be passed-on to Sheilagh Dubois for final editing before Board approval.

## RESOLUTION #16-23

Moved by: Greg Smith

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board accepts the April 2016 financial statement.

Carried:

The next Library Board meeting will be June 22, 2016 at Portland Branch at 10 a.m.