

## Library Board Minutes November 2018

The Rideau Lakes Public Library Board held a meeting at the Portland Branch on Wednesday, November 28, 2018 at 10 a.m.

Roll Call was taken and the following Board Members were in attendance: Doug Franks, Bernie MacLean, Peggy Fletcher, Maxine Weber, Yvonne Helwig and Bob Lavoie.

Regrets: Pam Cairncross, Sheilagh Dubois.

Staff: Vicki Stevenson.

Introductory remarks: invitation to Steve Clark's holiday party

RESOLUTION #18-61

Moved by: Bernie Maclean

Seconded by: Maxine Weber

The Rideau Lakes Public Library Board approves the Agenda

Carried.

Declaration of Conflict of Interest. None.

RESOLUTION #18-62

Moved by: Bernie Maclean

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the October (part 1 & 2) 2018 minutes.

Carried.

RESOLUTION #18-63

Moved by: Peggy Fletcher

Seconded by: Yvonne Helwig

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

Carried.

For Discussion:

a) Budget – new Benefits package quote provided

RESOLUTION #18-64

Moved by: Doug Franks

Seconded by: Maxine Weber

The Rideau Lakes Public Library Board accepts the Benefits package quote from November 28, 2018 as presented.

Carried.

b) Policy Review – have reviewed and amended five policies

- Prevention of Violence in the Workplace
- Working Alone
- Code of Conduct – 2e use Trillium wording instead “respect the sensibilities of others” and 2p re-worded
- Discrimination and Harassment – 2 additions
- Health, Safety & Emergencies – various additions

RESOLUTION #18-65

Moved by: Yvonne Helwig

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves reviewed amendments to above policies.

Carried.

d) OLA Super Conference – Doug would like to attend. Bookings have been made. Early registration deadline is January 4.

RESOLUTION #18-66

Moved by: Bernie MacLean

Seconded by: Maxine Weber

The Rideau Lakes Public Library Board accepts the November 23, 2018 financial statement.

Carried.

Suggestion that Pam, as treasurer, sends an email to Chair re: financial statement review if unable to attend.

The next Library Board meeting will be Wednesday January 23, 2019 at 10:00 a.m. at the Portland Branch.