

## Library Board Minutes June 2019

The Rideau Lakes Public Library Board held a meeting at the Portland Branch on Thursday June 27, 2019 at 5:30 p.m.

**Roll Call** was taken and the following Board Members were in attendance: Doug Franks, Pam Cairncross, Peggy Fletcher, Maxine Weber, Mandy Fleming, Derik Hodgson, Howard Sedding, Becky White-Thompson, and Marcia Maxwell.

Staff: Vicki Stevenson.

**Introductory remarks:** Thanks to Becky for a lovely evening at the Poplars.

### Adoption of the Agenda

Change of order in the agenda to move Financial Statements up (8) following the consent agenda. (5).

Moved by: Doug Franks

Seconded by: Marcia Maxwell

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

**Declaration of Conflict of Interest.** None.

### Adoption of Consent Agenda items

RESOLUTION #19-29

The Rideau Lakes Public Library Board approves the Consent Agenda items: May 2019 Board Minutes, the June CEO report, and the May statistics.

Moved by: Pam Cairncross

Seconded by: Marcia Maxwell

Carried.

### Financial statements:

RESOLUTION #19-30

Moved by: Derik Hodgson

Seconded by: Marcia Maxwell

The Rideau Lakes Public Library Board accepts the June 2019 financial statements.

Carried.

**For Discussion:**

a) Orientation Step 4: Meeting Management

Agenda could be updated as meeting times change, put time along with date in header.

Vicki reviewed the fourth and last section of the Board Governance package, *Meeting Management*, developed by Southern Ontario Library Service (SOLS).

b) Strategic Plan: committee update

- June 9 meeting – Doug, Peggy, Derik, Maxine, and Vicki met.
- Finalized surveys are out. Postcards outlining services are popular.
- More events to survey public – Elgin Days, Delta Fair, Chaffey's events.
- PR aspect is proving very strong,
- Visioning Day with SOLS is tentatively planned for Monday, September 23.

c) Policy review and proposed changes: R-6 Facilities

- Updated Facility Planning section and Displays section.

RESOLUTION #19-31

Moved by: Pam Cairncross

Seconded by: Derik Hodgson

The Rideau Lakes Public Library Board approves the changes to R6-Facility Policy June 2019.

Carried.

d) South Elmsley Opening Times

- Later dismissal time means moving up to 4:30 p.m. opening time, closing 7:30 p.m.
- Sunday 1-4 p.m. will be introduced as a pilot shift and losing the Wednesday evening shift.
- Changes should take place first week of September 2019, pending agreement with Upper Canada District School Board.

e) Facility Plan

- Build on the one began internally in 2018.
- Explore the possibility of a consultant for the Facility Plan to anticipate future needs, new builds or renovations.

**Advocacy update:**

Bill 108 changes to Development Charges

- Now officially part of Community Benefits Charge, tied to percentage of land value.

ILL updates

- Signatures on the petition totaled 378 will be sent to Steve Clark's office.

**Friends of the Library:**

- The Friends have donated to the Reading Boost Program.
- They will consider the letter of agreement over the next month.

**Adjournment:** Meeting adjourned at 6:50 p.m. moved by Derik Hodgson, seconded by Howard Sedding.

**Next meeting:** The next Library Board meeting will be the Portland Branch July 25 from 6:00 to 7:30 p.m.