

## Library Board Minutes September 2019

The Rideau Lakes Public Library Board held a meeting at the Portland Branch on Thursday September 26, 2019 at 6:00 p.m.

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

Regrets: Howard Sedding, Mandy Fleming

Staff: Vicki Stevenson.

### **Introductory remarks:**

### **Adoption of the Agenda**

Added in e) Reciprocal borrowing, f) Trustee council rep and g) security to discussion

Moved by: Pam Cairncross

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

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

### **Adoption of Consent Agenda items**

Change noted in July 2019 minutes RESOLUTION #19-34 to accept the July 2019 financial statements should read RESOLUTION #19-35.

RESOLUTION #19-36

Moved by: Derik Hodgson

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves the Consent Agenda items: July 2019 Board Minutes, the August/September CEO report, and the July/August statistics.

Carried.

## For Discussion:

### a) Policy review:

- R-7 Finance
- R-8 Purchasing
- R-10 Library and Elections

Library is allowed to promote awareness and provide general information about elections and will do so in advance of the October 21<sup>st</sup> federal election.

## RESOLUTION #19-37

Moved by: Becky White-Thompson

Seconded by: Marcia Maxwell

The Rideau Lakes Public Library Board has reviewed and approved R-7 Finance, R-8 Purchasing and R-10 Elections September 2019.

Carried.

### b) Strategic Plan update:

- Visioning day well attended with positive input from council, staff and library staff
- Report already submitted by Peggy Malcolm from SOLS
- Strat Plan Committee Meeting to review her report set for October 22, 9:30 a.m. at Elgin.

### c) South Elmsley Relocation 2020

- Council approved trillium grant application for funding to accomplish retrofit of SE complex (see Grants below). Vicki will work with township staff on the application.
- AFM has started on renovations to Portland location for new O.P.P. station

### d) Grants and fundraising

- Trillium Grant application November 12, 2019, in conjunction with township.
- Correspondence: Audit letter arrived for Maxine
- Advanced Grant training session for CEO planned for October 23.

### e) Reciprocal borrowing with Perth & District Union Library

- Advantages of reciprocal borrowing: extension of service to current members, promotes an image of resource sharing in the community, increased membership
- Potential disadvantages: some loss of circulation in branches closer to Perth area.

## RESOLUTION #19-38

Moved by: Doug Franks

Seconded by: Derik Hodgson

The Rideau Lakes Public Library recommends the CEO proceed with developing a letter of agreement for reciprocal borrowing with Perth & District Union Library that satisfies both parties.

Carried.

f) Trustee council Rep appointment

- Becky White- Thompson is interested.

g) security issues around cashboxes discussed

**Advocacy update:**

October is a library focused month, including Ontario Public Library week.  
Local resident gave positive feedback to Mayor and council re: Newboro septic upgrade

**Financial statements:**

RESOLUTION #19-39

Moved by: Pam Cairncross

Seconded by: Becky White-Thompson

The Rideau Lakes Public Library Board accepts the August and September 2019 financial statements.

Carried.

**Friends of the Library:**

- Vicki attended the September meeting and gave highlights of the summer programs.
- Friends have been actively fundraising and we will provide them with a wish list

**Adjournment:** Meeting adjourned at 7:20 p.m. moved by Becky White-Thompson, seconded by Peggy Fletcher.

**Next meeting:** The next Library Board meeting will be the Portland Branch October 24, 2019 from 12 pm to 1:30 p.m.