

Library Board Minutes November 2019

The Rideau Lakes Public Library Board held a meeting at the Portland Branch on Thursday November 28, 2019 at 12:00 p.m.

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

Regrets: Pam Cairncross

Staff: Vicki Stevenson.

Introductory remarks:

Email from township with an invitation to be part of a consultation on branding. Mandy and Becky plan to attend.

Adoption of the Agenda

Moved by: Derik Hodgson

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

RESOLUTION #19-46

Moved by: Becky White-Thompson

Seconded by: Mandy Fleming

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

Carried.

For Discussion:

Some content changes were made to the Strategic Plan document. One page summary will have

library information hours and website address on the other side. Timelines work but will extend to 2024.

- a) Strategic Plan 2020-2024 review and approval:

RESOLUTION #19-47

Moved by: Peggy Fletcher
Seconded by: Howard Sedding

The Rideau Lakes Public Library Board has reviewed and approves, with amendments, the adoption of the Strategic Plan, 2020-2024.

Carried.

- b) Coordinator job class, grid and description:

- A 4th job class to be on the pay grid to cover two current positions: a *Technical Support Coordinator* and a *Promotions and Resources Coordinator*
- Pay Equity implications will be consulted on

RESOLUTION #19-48

Moved by: Derik Hodgson
Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the implementation of the new Coordinator Job Class, for a *Technical Support Coordinator* and a *Promotions and Resources Coordinator*.

Carried.

- c) Draft budget 2020 review approval

- 4.6% overall increase in the municipal levy (3.2% "base" if full year of employee benefits is taken into account)

RESOLUTION #19-49

Moved by: Derik Hodgson
Seconded by: Howard Sedding

The Rideau Lakes Public Library Board approves the draft 2020 budget.

Carried.

- d) South Elmsley relocation update:

- Vicki Met with Mike Wark (library outfitters) and Amy Rancier (architect) to discuss options for inside the branch.
- Possible savings in buying shelving from auction, storing and adapting.
- Idea board for staff and public to have their input on the new branch space.

Advocacy update:

Trustee Council: Maxine and Becky shared some highlights from the Trustee Council meeting.

Financial statements:

RESOLUTION #19-50

Moved by: Derik Hodgson

Seconded by: Doug Franks

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

Carried.

Friends of the Library:

- **AGM** was productive, Peggy will be attending future meetings as the Board liaison.

Adjournment: Meeting adjourned at 1:45 p.m. moved by, Howard Sedding, seconded by Marcia Maxwell.

Next meeting: The next Library Board meeting will be the Portland Branch Thursday, January 23 2020 from 12 pm to 1:30 p.m.