

Library Board Minutes September 24, 2020

The Rideau Lakes Public Library Board held a meeting via videoconference on Thursday September 24, 2020 at 12:00 p.m.

Roll Call was taken and the following Board Members were in attendance: Doug Franks, Peggy Fletcher, Maxine Weber, Pam Cairncross, Howard Sedding, and Mandy Fleming.

Regrets: Becky White-Thompson and Marcia Maxwell.

Staff: Vicki Stevenson.

Introductory remarks:

Adoption of the Agenda

Moved by: Derik Hodgson

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

Declaration of Conflict of Interest. None.

Adoption of Consent Agenda items

RESOLUTION #20-25

Moved by: Peggy Fletcher

Seconded by: Mandy Fleming

The Rideau Lakes Public Library Board approves the Consent Agenda items: August 27 Board Minutes, the September CEO report, and the August statistics.

Carried.

For Discussion:

a) Mobile wifi lending:

- We propose a one year pilot project of mobile wifi lending to allow greater

connectivity for library members from home and for mobile support for staff at South Elmsley hall. Using 2019 development charge funds, we suggest the purchase of 5 hotspots and a data plan based on two quotes, with the preferred provider being Kajeet at \$4,304.00 for free software and support.

RESOLUTION #20-26

Moved by: Derik Hodgson
Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the release of \$4,304.00 from the development charges in the reserve fund to support the mobile wifi lending pilot project.

Carried.

b) South Elmsley and Lombardy update:

- Presented the idea of a temporary service point at the South Elmsley hall to the CEC and will go to Council. Next steps are to put in place moveable shelving and trolleys, mobile technology for staff, the alarm system, and possibly more hours.
- New floor plan proposal with shared washroom facilities is being developed.
- New agreement with Lombardy PS to retain library service for the school will be developed in the coming months.

c) Policy review:

- R-2 HR – incorporates safety and working from home. Leaving annual leave policy as it stands recognizing it is not affected by emergency leave according to the ESA.
- R-6 Facilities – updated safety features and added Covid waiver which includes an agreement to abide by the requirements of the Township of Rideau Lakes.
- R-3.3 Pandemic preparedness – new policy showing our response and guidelines.

RESOLUTION #20-27

Moved by: Pam Cairncross
Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves the following policies R-2 HR, R-6 Facilities with noted additions and the new R-3.3 Pandemic preparedness policy.

Carried.

Advocacy update:

Vicki will ask to present in October to Council the Library's reopening and response to community needs during Covid-19.

Chair updates:

- Given the unprecedented year, there will be a redesign of the CEO evaluation for next month.
- The Leeds and Thousand Island Public Library will approach Gananoque Public Library regarding amalgamation.

Financial statements:

RESOLUTION #20-28

Moved by: Pam Cairncross
Seconded by: Howard Sedding

The Rideau Lakes Public Library Board approves the September 17, 2020 financial statements.

Carried.

Friends of the Library: Inactive at this time.

Adjournment: Meeting adjourned at 1:06 p.m. moved by Pam Cairncross, seconded by Peggy Fletcher.

Next meeting: The next Library Board meeting will be via Zoom Thursday October 22, 2020 from 12 pm to 1:30 p.m.