

Library Board Minutes January 28, 2021

The Rideau Lakes Public Library Board held a meeting by videoconference on Thursday January 28, 2021 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, Becky White-Thompson, Derik Hodgson, Pam Cairncross and Marcia Maxwell.

Regrets: Mandy Fleming

Staff: Vicki Stevenson.

Introductory remarks: Chair appreciates people's time will work to keep things on track. Also a meeting evaluation will be filled out with any suggestions or concerns.

Adoption of the Agenda

Moved by: Pam Cairncross

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 #21-01

Moved by: Derik Hodgson

Seconded by: Becky White-Thompson

The Rideau Lakes Public Library Board approves the Consent Agenda items with the addition that Derik Hodgson attended the November 26 2020 meeting: November 26 Board Minutes, the December & January CEO report, and the November, December and year end statistics.

Carried.

Financial statements:

RESOLUTION #21-02

Moved by: Pam Cairncross

Seconded by: Howard Sedding

The Rideau Lakes Public Library Board approves the December 31, 2020 Balance and January 14, 2021 Income financial statements.

Carried.

For Discussion:

- a) Budget 2021 update and surplus
 - Adjustments were needed to align with a 1.0% request brought forward to Council.

RESOLUTION #21-03

Moved by: Pam Cairncross
Seconded by: Derik Hodgson

The Rideau Lakes Public Library approves the revised draft version of the 2021 budget with a 1.0 % request.

Carried.

RESOLUTION #21-04

Moved by: Pam Cairncross
Seconded by: Becky White-Thompson

The Rideau Lakes Public Library consents to move the 2020 surplus into reserves.

Carried.

- b) Leeds & Grenville public libraries changes and modernization study
 - CEO change in Leeds and Thousand Island Public Library.
 - Upcoming modernization study will look at partnership opportunities and efficiencies.
- c) SE service point and new build
 - 90% design drawings have been reviewed.
 - Vicki will do a virtual video tour of the building to share with staff and the Board.
- d) Annual report:
 - Well written 2020 annual report will be available on the website.
- e) Policy review:
 - G-1 Policy Development and Review – Facilities report to be done every five years in conjunction with the municipality
 - G-2 Planning Framework – move to five year strategic plan cycle
 - R-9 Records – All record retention periods match or exceed those by the township. Auditor approval was seen as not necessary but may be revisited when the township updates their Records policy.

RESOLUTION #21-05

Moved by: Doug Franks
Seconded by: Howard Sedding

The Rideau Lakes Public Library approves the changes as discussed to G-1 Policy Development and Review, G-2 Planning Framework, and R-9 Records.

Carried.

e) Risk management:

Provincial Covid restrictions in place to February 10, 2021

- Curbside service only continues until advised otherwise

Advocacy update: OLA virtual Superconference Peggy and Maxine will attend.

Friends of the Library: Not successful with their Community Grant \$500 request this year. Will explore other fundraising options.

Adjournment: Meeting adjourned at 1:10 p.m. moved by Pam Cairncross, seconded by Marcia Maxwell.

Next meeting: The next Library Board meeting will be via Zoom Thursday February 25, 2021 from 12 pm to 1:30 p.m.