

Library Board Minutes April 22, 2021

The Rideau Lakes Public Library Board held a meeting by videoconference on Thursday April 22, 2021 at 12:00 p.m.

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

Regrets:

Staff: Vicki Stevenson.

Introductory remarks:

Adoption of the Agenda

Moved by: Howard Sedding

Seconded by: Mandy Fleming

The Rideau Lakes Public Library Board approves the Agenda, with next meeting updated to May 27 2021.

Carried.

Declaration of Conflict of Interest. None.

Adoption of Consent Agenda items

RESOLUTION #21-14

Moved by: Becky White-Thompson

Seconded by: Derik Hodgson

The Rideau Lakes Public Library Board approves the Consent Agenda items: the March 25, 2021 Board minutes, the April 2021 CEO report, and the March 2021 statistics.

Carried.

Financial statements:

RESOLUTION #21-15

Moved by: Doug Franks

Seconded by: Peggy Fletcher

The Rideau Lakes Public Library Board approves the April 16, 2021 Balance and Income financial statements.

Carried.

For Discussion:

- a) Library Outfitter's quote for SE shelving and furniture

RESOLUTION #21-16

Moved by: Maxine Weber

Seconded by: Pam Cairncross

The Board unanimously agreed via electronic communication to move ahead with the Library Outfitters quote for furnishing for the South Elmsley build as of April 12th using item 5d of the purchasing policy (R-8) which allows for non-competitive procurement. Reason:

- Covid19 worldwide pandemic has resulted in supply issues, high demand, long delays in delivery, and inflated prices.
- Trusted, local supplier offering a price guarantee within deadline order date that met all suggested criteria.

Carried.

b) Fundraising updates

- Golf tournament tentatively scheduled for September 2021. The plan is to move forward but with limited effort until we know it's possible.
- Donor "Giving Tree" agreed as a creative design. Looking for local woodworkers, possibly a high school woodworking class project, to help craft the mural.
- Tiered donation level advantages and disadvantages discussed with further review for next meeting.

c) Policy Review:

- F-3 Accessibility updated to include the Accessibility Plan, Board and Volunteer AODA training, and service animal requirements.
- F-5 Privacy and Access to Personal Information updated to include a photo/image permission form, charge history options, Canada's Anti-Spam Legislation, and Access to Information.

RESOLUTION #21-18

Moved by: Pam Cairncross

Seconded by: Marcia Maxwell

The Rideau Lakes Public Library approves the updates to the following policies F-3 Accessibility and F-5 Privacy and Access to Personal Information.

Carried.

d) Accessibility Plan

- Guides library services, training, and facilities as we work towards a fully accessible Ontario by 2025.
- Goal to share and open up discussion with the Township and Accessibility Committee around accessibility upgrades.

RESOLUTION #21-19

Moved by: Becky White-Thompson

Seconded by: Howard Sedding

The Rideau Lakes Public Library approves and adopts the 2021-2025 Accessibility Plan.

Carried.

e) Risk management:

Covid19 stay-at-home order extended to May 20 2021

- Consulted with Leeds, Grenville and Lanark Health Unit to check that curbside service is still appropriate for our community.
- Staff reminded of health and safety measures including conditions and actions of self-isolating. Three layer surgical masks are available.
- Re-opening plan outlining health and safety measures updated on website.

Advocacy update:

- Vicki will participate in a panel hosted by Ontario Library Service about the experience of going fine-free June 10, 2021.

Friends of the Library: Still on stand-by.

Adjournment: Meeting adjourned at 7:07 p.m. moved by Pam Cairncross, seconded by Derik Hodgson.

Next meeting: The next Library Board meeting will be via Zoom Thursday May 27, 2021 from 6 pm to 7:30 p.m.