

Library Board Minutes March 24, 2022

The Rideau Lakes Public Library Board held a meeting on Thursday March 24, 2022 at 5:53 p.m. via Zoom

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

Regrets:

Staff: Vicki Stevenson.

Introductory remarks:

Adoption of the Agenda

Moved by: Doug Franks

Seconded by: Pamela Cairncross

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

Declaration of Conflict of Interest. None.

Adoption of Consent Agenda items

RESOLUTION #22-07

Moved by: Doug Franks

Seconded by: Marcia Maxwell

The Rideau Lakes Public Library Board approves the Consent Agenda items: the February 24, 2022 Board minutes, the March 2022 CEO report, and the February 2022 statistics.

Carried.

Financial statements:

RESOLUTION #22-08

Moved by: Pamela Cairncross

Seconded by: Becky White-Thompson

The Rideau Lakes Public Library Board approves the March 17, 2022 Balance and Income financial statements.

Carried.

For Discussion:

- a) South Elmley update and opening
 - Wrapping up final stages of renovation and moving in of library materials
 - Occupancy permit determines opening date, between April 2 and April 9
 - Tentative Grand Opening date of Friday, April 29

- b) Budget and audit update:
 - Council will discuss budget March 28, 2022
 - No further news from auditors KPMG at this time

- c) Policy review: R-2 Human Resources "Disconnect from work"
 - Written policy required for employers of 25 or more by June 1, 2022 but including this piece in our HR policy responds to a trend noticed among staff, provides clear boundaries.

RESOLUTION #22-09

Moved by: Derik Hodgson

Seconded by: Marcia Maxwell

The Rideau Lakes Public Library Board amends the R-2 Human Resources policy to include the "disconnect from work" description and requirements.

Carried.

- d) Mileage rates
 - Reimbursement for travel at .50/km has not changed in well over 5 years and is far below current fuel prices. Township management is also reconsidering their mileage rate which follows the County of Leeds & Grenville

- e) May meeting
 - The Board will not hold a meeting in May.

- f) Risk management: Covid19 measures
 - Masks are optional following the change in provincial guidelines, March 21 2022. Many patrons and some staff are staying masked and many of us wear them as needed. Staff continue to use the self-assessment tool.

Advocacy and Community Connections update:

- Local business recognition: very helpful with supplies and services to the new branch.
- Ontario Library Service Assembly meeting in April that Maxine will attend.

Friends of the Library:

- Friends are donating books in recognition of work by Lorie Truemner and in memory of Sheilagh Dubois.

Adjournment: Meeting adjourned at 6:35 pm by Derik Hodgson, seconded by Howard Sedding.

Next meeting: The next Library Board meeting will be Thursday, April 28 2022 at 2 p.m. at the new South Elmsley Branch.