

## Library Board Minutes April 28, 2022

The Rideau Lakes Public Library Board held a meeting on Thursday April 28, 2022 at 2:00 p.m. at the South Elmsley Branch and 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 (Zoom), Pam Cairncross, Mandy Fleming, and Derik Hodgson.

Regrets:

Staff: Vicki Stevenson.

**Introductory remarks:** Happy to be here in our new South Elmsley Branch.

### **Adoption of the Agenda**

Moved by: Pam Cairncross

Seconded by: Howard Sedding

The Rideau Lakes Public Library Board approves the Agenda.

Carried.

**Declaration of Conflict of Interest.** None.

### **Adoption of Consent Agenda items**

RESOLUTION #22-10

Moved by: Howard Sedding

Seconded by: Peggy Fletcher

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

Carried.

### **Financial statements:**

RESOLUTION #22-11

Moved by: Pam Cairncross

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the April 22, 2022 Balance and Income financial statements.

Carried.

**For Discussion:**

a) 2022 Budget and Pay grid Approval

- Council has adopted the draft 2022 Budget with a 3.8% increase in the Municipal Levy
- Pay rates will increase by 3.0 % with a 2% Cost of Living Allowance and 1% Pay Equity maintenance

RESOLUTION #22-12

Moved by: Derik Hodgson

Seconded by: Pam Cairncross

The Rideau Lakes Public Library Board approves the final 2022 Budget and 3% Pay Grid for 2022.

Carried.

b) Audit update:

- Financial statements from KPMG are still in preparation.

c) New mileage rates (Res-#44)

- Council has approved of an increase in the mileage rate of .55 per kilometer so it is suggested the Library raises our current rate of .50 per kilometer to the same amount.
- Our overall travel budget won't change but we will focus on summer programming as conference and meeting travel remains limited.

RESOLUTION #22-13

Moved by: Howard Sedding

Seconded by: Doug Franks

The Rideau Lakes Public Library Board approves the new mileage reimbursement rate of .55 per kilometre.

Carried.

d) Scheduling and library programs (Rec-#45)

- Council received a letter from the Library Board for their April 11<sup>th</sup> meeting to correct misunderstandings about Library Programs and hall use. The Board also suggested positive changes such as including monthly reports to keep Council better informed.

e) Risk management: Covid19 measures

- Staff have been informed to keep doing their regular Covid19 self-assessment, to stay home if they have any symptoms and how they can return to work.

**Advocacy and Community Connections update:**

- Have discussions with candidates in an election year.
- Plan to invite staff from Lombardy Public School to visit the new South Elmsley Branch.

**Friends of the Library:**

- Fundraising plans are being developed such as greeting cards for sale and the book sale area is set up in the new branch.

**Adjournment:** Meeting adjourned at 2:58 pm by Pam Cairncross, seconded by Howard Sedding.

**Next meeting:** The next Library Board meeting will be Thursday, June 23 2022 location and time to be determined.