

## FRONT OF YONGE TOWNSHIP LIBRARY BOARD

### Meeting Minutes: January 27, 2020

**Present:** Annette Kaldeway, Bob Morrison, Bonnie Monteith, Stephanie Rees, Gail Williams and Lisa Marston.

**Regrets:** Edie Benish

#### **1.0 Call to order 6:35pm**

Welcome to our new Board member, Stephanie Rees.

#### **2.0 Agenda**

Motion 01-01-20 moved by Gail Williams and seconded by Bonnie Monteith to accept the agenda. Carried.

#### **3.0 Election of Officers**

Motion 02-01-20 moved by Gail Williams and seconded by Stephanie Rees that Annette Kaldeway be nominated for Chair – all accepted. That Bonnie Monteith be nominated for Vice Chair – all accepted. That Gail Williams be nominated for Treasurer – all accepted. That Stephanie Rees be nominated for Secretary – all accepted. Carried.

#### **4.0 Minutes**

Motion 03-01-20 that the minutes of November 25, 2019 be approved as circulated. Moved by Stephanie Rees and seconded by Bob Morrison. Carried.

#### **5.0 Business arising**

The board decided that no letter was required at this time.

#### **6.0 Correspondence**

*No correspondence*

#### **7.0 Treasurer's Report**

Motion 04-01-20 moved by Bob Morrison and seconded by Gail Williams to accept the Treasurer's Report as circulated. Carried.

#### **8.0 New Business**

##### *8.1 Code of Conduct*

Board members in attendance have signed a copy of the Library Code of Conduct which will be kept on file.

##### *8.2 Policy Review*

Reviewed Bylaw policies Library Board Organization 1.1 to 1.6. Motion 05.01.20 moved by Bonnie Monteith and seconded by Bob Morrison to accept the policies as reviewed. No changes made. Carried. Lisa will bring hard copies of the approved reviews to the next meeting to be signed.

##### *8.3 Updates to Public Library Act*

Two amendments were made to the Ontario Public Libraries Act and came into effect December 10, 2019.

The first amendment, to section 10(1) of the PLA, will permit Canadian permanent residents to serve as public library board members. Prior to this amendment, only Canadian citizens were permitted to serve on public library boards. This amendment provides boards with a larger and more diverse pool of potential board members.

The second amendment, to section 16(1) of the PLA, reduces the minimum number of annual public library board meetings from ten per year to seven per year. This amendment provides

more flexibility for public library boards to determine the appropriate number of meetings needed for their local circumstances.

After the discussion, this Board has decided to look into the history of the Board meetings to determine if there are months that a meeting may not be required.

The Board will make their decision next meeting.

## **9.0 CEO Report**

### **9.1 Christmas holiday hours**

The closed days over Christmas were well received. No patrons questioned the closures. This year, only one stat holiday falls on a day the library is open, Boxing Day. It was proposed to close on Christmas eve, Thursday the 24<sup>th</sup>, Saturday the 26<sup>th</sup>, and Thursday the 31<sup>st</sup>. The Board agreed to this plan.

### **9.2 RED Grant**

Margaret Fancy contacted Lisa to say the grant application for the road sign was approved. They haven't yet met to discuss the particulars, plans and timeline. Information will be relayed when received.

### **9.3 Annual Survey**

Lisa is working on 2019 Annual Survey, the deadline for submission is May 31<sup>st</sup>.

### **9.4 Customer Satisfaction Survey**

It was discussed and agreed on by the Board that we will conduct a very short survey asking: What people like about the library, what people don't like, what they would change, and what programs they would like to see offered.

### **9.5 Recreation Committee Meeting**

Lisa was asked to attend a meeting of the Recreation Committee. She agreed to join their meeting on February 11<sup>th</sup>.

Motion 06-01-20 moved by Bob Morrison and seconded by Bonnie Monteith to accept the CEO report as circulated. Carried.

## **10.0 Adjournment**

Motion 07-01-20 to adjourn the meeting. Moved by Bob Morrison and seconded by Gail Williams. Carried.

## **11.0 Next Meeting**

The next meeting is scheduled for February 24, 2020 at 6:30pm.

-LM 01-31-20

-SR 02-18-20