

**Minutes of the Grey Highlands Public Library Board Virtual Meeting (Zoom)
On
Wednesday, January 12th, 2022, at 7:00 p.m.**

Present: Chair – Kevin Land, Lynn Silverton -Vice-Chair, Stewart Halliday, Janet Carson, Catherine Plener, Councillor Dane Nielson, Councillor Danielle Valiquette

Staff: CEO-Jennifer Murley, Library Assistant – Becky Hill

Guest: Mayor Paul McQueen

1.0 Call to order: Chair Kevin Land called the meeting to order at 7:04 p.m. At this time, Kevin officially welcomed the new CEO, Jennifer Murley to the Library team. He also welcomed Mayor Paul McQueen to the meeting and thanked him for attending.

2.0 Approval of the Agenda:

Motion #01-22

Moved by: Dane Nielson

Seconded by: Lynn Silverton

The agenda be approved as presented. Carried.

3.0 Declaration of pecuniary or conflict of interest: None

4.0 Approval of December 8, 2021, Library Board Meeting Minutes

Motion #02-22

Moved by: Dane Nielson

Seconded by: Danielle Valiquette

That the minutes of December 8, 2021, Library Board meeting minutes be approved as presented. Carried.

5.0 Business Arising:

5.1 Grey Highlands Cultural Channel Committee: The first meeting is scheduled to take place on January 13th where Dane Nielson will act as Chair. The Terms of Reference (approved at the June 2021 Board meeting) were received by Dane and each of the Committee members for review.

5.2 Draft MOU between GHPL and Municipality – Chair Land reported that revisions are in progress. A discussion regarding the CEO's role at SMT meetings requires further clarification. The recommendation is that the CEO attends as it pertains to Library matters. Further clarification related to building maintenance and support from the municipality is also required. CEO Murley received confirmation that it would be at her discretion to attend the meetings.

5.3 Renewal of Library Service Contract with West Grey- See Correspondence - CEO Murley reported that since the last meeting, West Grey proposed a 6-month contract. She also reported that West Grey patrons are already inquiring about this relationship and whether they need to pay to access library services. The West Grey Public Library Board is scheduled to meet tonight, so there should be

some resolution to report on tomorrow. Despite negotiations, provided that the escape clause is 6 months, the agreement is still in place and payment is to be received by March. A discussion took place regarding the demonstrated value of this longstanding relationship, highlighting that it is a cost-effective price for West Grey residents to access library services. Vice-Chair Silverton recommended that the board propose a minimum 3-year contract. Chair Land recommended that the Board invite the West Grey Public Library Board members to the next meeting to discuss further.

Motion #03-22

Moved By: Lynn Silverton

Seconded By: Stewart Halliday

GHPL Board directs Board Chair to approach West Grey Library to renew for a minimum of 3 years. GHPL CEO to invite West Grey Board to next board meeting. As per conditions outlined in the escape clause, West Grey owes GHPL until the end of June 2022. Carried.

5.4 Chatsworth Contract – CEO Murley reported that the contract is prepared but requires Chair Land’s signature before being finalized.

5.5 Poet Laureate – CEO Murley noted that the draft Terms of Reference had an error and that based on a previous motion passed by the Board, the Poet Laureate is to be appointed every 5 years instead of every 3. Chair Land reported he has reached out to the past Board chair for assistance to CEO in choosing the Poet Laureate. Murley reported that in meeting with Owen Sound CEO, it was recommended that a selection committee be appointed to assist with appointing and overseeing the contract of the Poet Laureate. After further discussions, Vice-Chair Silverton recommended that the position be revisited later while the CEO Murley adapts to her new leadership role.

Motion #04-22

Moved by: Stewart Halliday

Seconded by Lynn Silverton

Defer the Poet Laureate position to a later date. Carried.

5.6 DC Reserves Information – needs to be reviewed.

5.7 Grey County Reads – see CEO report

5.8 Grant Updates – see CEO report

6.0 Correspondence:

6.1 Letter from Kim Storz, CEO of the West Grey Public Library. Received for information.

7.0 Financial Report

7.1 Monthly Statement: January 2022 – Stewart pointed out that despite the next report having a more accurate representation of year-end figures, this report indicates that the Library should have a surplus. Members of the Board inquired

about potential coding errors specific to programming expenses, the allocation of grants, as well as Internet charges. CEO Murley to investigate and report back at the next meeting.

Motion #05-22

**Moved by: Dane Nielson
Seconded by: Janet Carson
The Board accepts the Finance Report as presented. Carried.**

8.0 CEO Report:

8.1 Monthly Report – CEO Murley presented a report highlighting new provincial COVID-19 restrictions, small changes to service, and the formal farewell to the outgoing CEO, Wilda Allen. She also highlighted that the new roof at the Walter Harris Memorial (Markdale) Branch was completed with no disruptions to Library service. CEO Murley provided a brief grant update, thanked staff for their hard work and support in distributing rapid antigen tests to the community, and noted that the Library is excited to once again participate in Grey County Reads, which will begin on January 17, 2022.

Motion #06-22

**Moved by: Lynn Silverton
Seconded by: Dane Nielson
That the Board receives the CEO Report as presented. Carried.**

9.0 In-Camera Session – None.

10 Other Business:

10.1 Board Member comments and announcements- Vice-Chair Silverton requested that the Board meets on the 3rd or 4th Wednesday meetings of the month instead of the second due to scheduling conflicts. Stewart brought forward that the Chair also needs to announce the appointment of the new CEO. Additionally, it was recommended that the next agenda reflect the Committee structure that was struck in 2021 so that updates can be provided accordingly. Other comments included the need to improve Library communications with the public, to record future meetings for note-taking purposes, and to strike a 2022 Strategic Planning Committee. CEO Murley reported that a grant application was submitted about strategic planning and that she is still awaiting approval.

Motion #07-22

**Moved by: Lynn Silverton
Seconded by: Catherine Plener
The Board meets on the 4th Wednesday of each month instead of the 2nd. Carried.**

11. Adjournment:

Motion # 08-22

**Moved by: Janet Carson
Seconded by: Dane Nielson
The meeting be adjourned at 8:55 p.m.
Carried.**

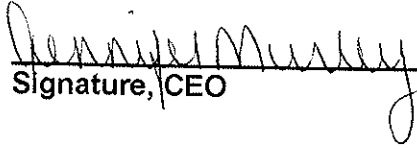
Next Board Meeting: via Zoom



Signature, Chair

3/5/2022

Date



Signature, CEO

March 3, 2022

Date