

**Minutes of the Grey Highlands Public Library Board Virtual Meeting (Zoom)
On
Wednesday July 27, 2022, at 7:00 p.m.**

Present: Chair – Kevin Land, Stewart Halliday, Janet Carson, Catherine Plener, Councillor Dane Nielsen, Nicole Martin, Danielle Valiquette

Regrets: Lynn Silverton

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

Guest: Mayor Paul McQueen, Angela Nichol (BDO Canada)

1.0 Call to order: Board Chair Land called the meeting to order at 7:02 pm.

2.0 Approval of the Agenda:

Motion #57-22 **Moved by: Nicole Martin**
Seconded by: Danielle Valiquette
The Board requests moving item 11; closed session after item 5.1.

Motion #58-22 **Moved by: Dane Nielsen**
Seconded by: Stewart Halliday
Board approves the agenda with amendments.
Dane Nielsen will take minutes when the meeting returns to open session. Carried.

3.0 Declaration of pecuniary conflict of interest: None

4.0 Approval of June 22, 2022, Library Board Meeting Minutes:

Motion #59-22 **Moved by: Stewart Halliday**
Seconded by:
The minutes of the June 22, 2022, meeting be approved as circulated. Carried.

5.0 Business Arising:

5.1 2021 Draft Financial Statements: Chair Land welcomed auditor Angela Nichol to the meeting, who presented the Library's 2021 Financial Statements.

Motion #60-22 **Moved by: Stewart Halliday**
Seconded by: Dane Nielsen
That the Library Board receive the draft GHPL Board 2021 Audited Financial Statements prepared by BDO Canada; and the Library Board approves the GHPL Board Financial

**Statements for the year ended December 31,
2021.**

- 5.2 Ontario Culture Days Update:** Library is officially an Ontario Culture Days host. Staff is working on events, and has reached out to Kimberley Community Association for a partnership. Ontario Culture Days runs from September 23 to October 16.
- 5.3 Staffing Update:** CEO Murley reported that Greg Haug's last day with the Library was July 16th. Gavin Halucha is returning to fill that role. Jerri-Lynn Levitt has started her new role at the Walter Harris Memorial (Markdale) Library as Digital Services/Branch Manager. Savannah Da Silva has started as the Summer Program Leader. With Gavin's return the Library will have a full staff complement.
- 5.4 Report to Council (Cultural Channel and DC Reserves) Update:** Deferred until new Cultural Channel staff start and have a better understanding of strategic direction. Their recommendations will be included.
- 5.5 Grant Updates:** CEO Murley reported that Library declined the second federal summer student grant, due to staffing issues. She also confirmed that this will not affect future funding approval.
- 5.6 MOU Update:** MOU discussions are ongoing.

Motion #61-22

**Moved by: Dane Nielsen
Seconded by: Stewart Halliday
That the Library Board receives the verbal
updates for items 5.2-5.6 as information.
Carried.**

6.0 Correspondence:

- 6.1 2021 Audited Financial Statements**
- 6.2 Collingwood Public Library Contract Renewal:** CEO Murley reported contract has been signed and returned.
- 6.3 Memo: Notices of Personal Liability:** CEO Murley brought the Board's attention to a list of books that were being challenged by a group formed
- 6.4 KCA Summer 2022 Newsletter (Featuring Library Partnerships)** CEO Murley noted the lack of air conditioning in the building makes for uncomfortable programs in the heat.
- 6.5 Library Memorandum of Understanding – Issues and Timelines (CAO 22.05)**

Motion #62-22

**Moved by: Nicole Barwick
Seconded by: Catherine Plener
That the Library Board receives all
correspondence as information. Carried.**

- 7.0 CEO Report:** CEO Murley highlighted many of the successful events that the Library hosted this past month.

Motion #63-22

**Moved by: Stewart Halliday
Seconded by: Dane Nielsen
That the Library Board receives the CEO Report
as information. Carried.**

8.0 Treasurer's Report

8.1 **July Financial Report:** CEO Murley presented the July report.

Motion #64-22

**Moved by: Janet Carson
Seconded by: Catherine Plener
That the Library Board receives the July financial report as information. Carried.**

9.0 Committee Reports

9.1 **Finance Committee – Pavillion and DC Study Update:** Meet to review audit and monthly financials. \$105,000 in DC's currently with 45,000 planned to go to channel hardware upgrades. Review once new staff are onboarded.

9.2

9.3 **Personnel and Policy Committee – Employee Handbook Update:** CEO Murley is completing the first draft.

Motion #65-22

**Moved by: Stewart Halliday
Seconded by: Danielle Valiquette
That the Library Board receives the verbal updates for items 9.1 and 9.2 as information. Carried.**

10 Other Business:

10.1 **Board Member Comments and Announcements:** CEO Murley reached out to Dave Meslin, he will be continuing his role with Municipal League. The Board congratulated Vice-Chair Lynn Silverton, who received the Queen's Jubilee Service award.

10.2 Approval of Library Policies

10.2.1 Community Information & Display Policy

Motion #66-22

**Moved by: Catherine Plener
Seconded by: Dane Nielsen
That the Community Information & Display Policy be approved as presented. Carried.**

10.2.2 Room Rental

Motion #67-21

**Moved by: Catherine Plener
Seconded by: Dane Nielsen
That the Room Rental Policy be approved as presented. Carried.**

11. Closed Meeting: That the Board resolves into a Closed Session Meeting to consider the following matters: Public Libraries Act – Section 16.1 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. That the Board returns to an open session.

12. Date of Next Meeting – September 28, 2022 or at the call of the Chair.

13. Adjournment.

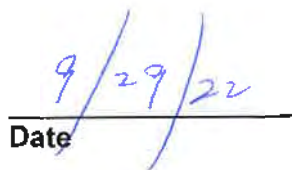
Motion #67-22

Moved by: Janet Carson
Seconded by: Catherine Plener
The meeting adjourned at 9 p.m.
Carried.

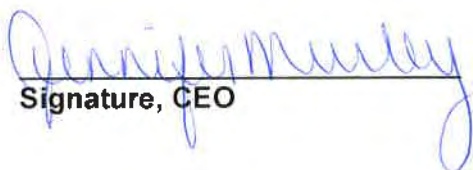
Next Board Meeting: via Zoom



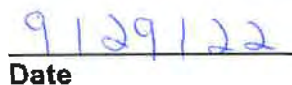
Signature, Chair



Date



Signature, CEO



Date