

**Minutes of the Grey Highlands Public Library Board Hybrid Meeting
On
Wednesday January 11, 2022, at 3:00 p.m.**

Present: Lynn Silverton, Stewart Halliday, Janet Carson, Deputy Mayor Dane Nielsen, Councillor Paul Allen, Nicole Martin, Danielle Valiquette, April Bowler, Steve Maloney

Regrets:

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

Guest: Mayor Paul McQueen, Terry Garbutt

1.0 Call to order: CEO Murley called the meeting to order at 3:12 pm.

2.0 Approval of the Agenda:

Motion #01-23

Moved by: Paul Allen

Seconded by: Stewart Halliday

**The Board approves the agenda as circulated.
Carried.**

3.0 Disclosure of conflict of interest: None

4.0 Board Elections

**4.1 Chair: Janet Carson Nominated Stewart Halliday.
Seconded by: Steve Maloney.
Accepted.**

**Dane Nielsen nominated Nicole Martin.
Seconded by: Danielle Valiquette.
Accepted.**

Motion #02-23

Moved by: Lynn Silverton

Seconded by: Janet Carson

**That the Board appoints Stewart Halliday as
Chair of the Grey Highlands Public Library
Board, for two years unless reappointed as per
section 3.7 of the Grey Highlands Public Library
Board's Procedural Bylaw. Carried.**

**4.2 Vice-Chair: Dane Nielsen nominated Nicole Martin.
Seconded by: Lynn Silverton.
Accepted.**

**Lynn Silverton nominated Steve Maloney.
Seconded by: Janet Carson.
Accepted.**

**Motion #03-23 Moved by: Dane Nielsen
Seconded by: Paul Allen
That the Board appoints Nicole Martin as the
Vice-Chair of the Grey Highlands Public Library
Board, for two years unless reappointed as per
section 3.7 of the Grey Highlands Public Library
Board's Procedural Bylaw. Carried.**

4.3 Committee Assignments

**Motion #04-23 Moved by: Nicole Martin
Seconded by: Janet Carson
That the Library Board creates an Ad Hoc
Committee to oversee the update of the
Library's Strategic Plan. Carried.**

**Motion #05-23 Moved by: Lynn Silverton
Seconded by: Dane Nielsen
That the Library Board approves the committee
assignments outlined below.
Carried.**

**Finance Committee – Janet Carson, Stewart
Halliday, Steve Maloney. Alternate: April Bowler**

**Personnel & Policy – Janet Carson, Danielle
Valiquette, Lynn Silverton. Alternate: Steve
Maloney.**

**Property Committee – Paul Allen, Nicole Martin,
Stewart Halliday. Alternate: April Bowler**

**Technology Committee – Danielle Valiquette,
Janet Carson, Dane Nielsen. Alternate: Nicole
Martin.**

**Cultural Channel Directorate – Lynn Silverton,
Dane Nielsen, Danielle Valiquette.**

**Ad Hoc Committee – Dane Nielsen, Paul Allen,
Steve Maloney. Alternate: Stewart Halliday.
Carried.**

5.0 Minutes of the Previous Meeting

Motion #06-23 **Moved by: Lynn Silverton**
Seconded by: Janet Carson
The minutes of the November 23, 2022, meeting
be approved as circulated. Carried.

6.0 Reports

6.1 Treasurer's Report

Motion #07-23 **Moved by: Dane Nielsen**
Seconded by: Nicole Martin
That the December 2022 & January 2023
financial report be accepted as
presented/amended. Carried.

6.2 CEO Report: CEO Murley reiterated that evening hours are back, PD Day programs attendance is growing, staff has done an excellent job engaging teens, and there are some exciting programs coming up. Statistics will be reported quarterly going forward.

Motion #08-23 **Moved by: Dane Nielsen**
Seconded by: Janet Carson
That the Library Board receives the CEO report
as information. Carried.

7.0 Monitoring of Strategic Plan: An RFQ is required for a consultant for the Library's new Strategic Plan.

8.0 Policy Review and Updates

8.1 Records Retention

Motion #09-23 **Moved by: Paul Allen**
Seconded by: Nicole Martin
That the Library Board approves the Records
Retention Policy as presented. Carried.

8.2 Establishing Bylaw

Motion #10-23 **Moved by: Janet Carson**
Seconded by: Steve Maloney
That the Library Board Provides a
recommendation to Council to update the
Establishing Bylaw so that it is consistent with
the regulations of the Public Library Act and the
Grey Highlands Public Library Board's new
procedural bylaws. Lost.

Motion #11-23 **Moved by: Paul Allen**
Seconded by: Lynn Silverton
That the Library Board defers the update of the
Establishing Bylaw until completion of MOU.

Carried.

9.0 Board Advocacy

10.0 Committee Reports: none

11.0 Correspondence: none

12.0 Other Business

12.1 Library Service Contract Updates (Chatsworth, West Grey): CEO Murley reported that the new contract for Chatsworth has been drafted.

12.2 Grant Updates (Ontario Summer Jobs, Ontario Trillium grant projects): CEO Murley reported the Ontario Summer Jobs application has been submitted. No updates for the pavilion project.

12.3 Status of the MOU: no updates to report, Deputy Mayor Nielsen reported he is advocating for the completion of the MOU.

Motion #12-23

Moved by: Janet Carson

Seconded by: Dane Nielsen

That the Library Board receives the verbal updates for items 12.1 -12.3 as information. Carried.

12.4 Ontario Library Super Conference

Motion #13-23

Moved by: Lynn Silverton

Seconded by: Steve Maloney

That the Library Board purchase an annual Board membership for the Ontario Public Library Association and that it will be decided who will attend the Ontario Library Super Conference. Carried.

13. Closed Session

NOTE: No other business will occur during the closed meeting other than listed on this agenda. The Board will return to open session following this portion of the agenda.

Motion #14-23

Moved by: Lynn Silverton

Seconded by: Janet Carson

That regarding Section 16.1 (4) of the Public Libraries Act, the Board moves into a closed session to address matters pertaining to personal matters about an identifiable individual and labour relations. Carried.

Motion #15-23

**Moved by: Lynn Silverton
Seconded by: Dane Nielsen
That in closed session, the Library Board only
discussed matters for which they went into
closed, and direction was given to the CEO.
Carried.**

14. Date of the Next Meeting: Wednesday, February 22nd at 7:00 pm.

15. Adjournment

Motion #16-23

**Moved by: Steve Maloney
Seconded by: Dane Nielsen
That the meeting is adjourned.
Carried.**

Stewart Halliday
Signature, Chair

March 3, 2023
Date

Jennifer Murley
Signature, CEO

March 3, 2023
Date