

**Minutes of the Grey Highlands Public Library Board Meeting  
On  
Wednesday, March 22 2022, at 7:00p.m. at the Flesherton Library**

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**Present:** Chair Stewart Halliday, Janet Carson, Councillor Paul Allen, Steve Maloney, Deputy Mayor Dane Nielsen, Danielle Valiquette

**Regrets:** Vice Chair Nicole Martin, Lynn Silverton, April Bowler

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

**Guest:** Terry Garbutt

**1.0 Call to order:** Chair Stewart Halliday called the meeting to order at 7:03pm.

**2.0 Approval of the Agenda:**

**Motion #27-23**

**Moved by: Dane Nielsen**

**Seconded by: Danielle Valiquette**

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

**3.0 Disclosure of conflict of interest:** None

**4.0 Minutes of the Previous Meeting**

**Motion #28-23**

**Moved by: Paul Allen**

**Seconded by: Steve Maloney**

**That the minutes of the 2023-02-24 meeting be  
adopted as circulated. Carried.**

**5.0 Reports**

**5.1 Treasurer's Report**

**Motion #29-23**

**Moved by: Danielle Valiquette**

**Seconded by: Janet Carson**

**That the February 2023 Financial Report be  
accepted as presented. Carried.**

**5.2 CEO Report:** CEO Murley highlighted Library events from February.

**Motion #30-23**

**Moved by: Dane Nielsen**

**Seconded by: Danielle Valiquette**

**That the Library Board receives the CEO Report  
as information. Carried.**

## **6.0 Policy Review and Updates**

### **6.1 Lockdown Procedures**

#### **Motion #31-23**

**Moved by: Danielle Valiquette  
Seconded by: Dane Nielsen  
That the Library Board receives the CEO's verbal update as information. Carried.**

### **6.2 Security Camera Policy**

#### **Motion #32-23**

**Moved by: Steve Maloney  
Seconded by: Dane Nielsen  
That the Library Board approves the Security Camera Policy OP-04 as amended/presented. Carried.**

**7.0 Board Advocacy: Deputy Nielsen shared with community members March Break events. Councillor Allen attended the Kimberley Probus event.**

## **8.0 Committee Reports**

### **8.1 Strategic Planning Committee**

#### **Motion #33-23**

**Moved by: Dane Nielsen  
Seconded by: Janet Carson  
That the Library Board receives a verbal update on the status of the 2023 Strategic Plan from the Chair of the Strategic Planning Committee as information. Carried.**

### **8.2 Personnel & Policy Committee**

#### **Motion #34-23**

**Moved by: Danielle Valiquette  
Seconded by: Janet Carson  
That the Library Board receives the minutes of the Personnel & Policy Committee as information. Carried.**

### **8.3 Personnel & Policy Committee Statutory Holidays Report LIB-01-23**

#### **Motion #35-23**

**Moved by: Danielle Valiquette  
Seconded by: Janet Carson  
That the Library Board receives report LIB-01-23 and approves the closure of all facilities on Saturday when a statutory holiday falls on a Friday or Monday and that these amendments are reflected in the Grey Highlands Public Library Employee Handbook. Carried.**

**9.0 Correspondence: none**

## 10.0 Other Business

10.1 Library Service Contract Updates (Chatsworth): contract has been signed.

10.2 Grant Updates (Ontario Summer Jobs, Ontario Trillium grant projects) CEO has not received approval yet for the Ontario Summer jobs. Flesherton pavilion is almost complete, completion updates have been provided for WHML pavilion. Strategic plan first installment has been sent for payment. Second Trillium project is underway.

10.3 Status of the MOU: no updates

10.4 2023 Budget Update: Budget requests were approved

10.5 Kimberley Hall Development:

10.6 Friends of the Library Update: WHML and Flesherton Friends are funding 6 new public computers, WHML Friends are hosting volunteer appreciation in April, Flesherton Friends hosted a successful afternoon tea on March 21, Flesherton Friends requesting some assistance for Spring Café setup. Dane and Danielle volunteered to help.

Motion #36-23

Moved by: Dane Nielsen

Seconded by: Danielle Valiquette

That the Library Board receives the verbal updates for items 10.1-10.6 as information. Carried.

10.7 Beaver Valley Sustainable Tourism Strategy

Motion #37-23

Moved by: Dane Nielsen

Seconded by: Paul Allen

That the Library Board requests permission of Council to be added as an external stakeholder throughout the development of the Beaver Valley Sustainable Tourism Strategy. Carried.

11.0 Date of the next meeting

Motion #38-23

Moved by: Dane Nielsen

Seconded by: Danielle Valiquette

That the next Library Board meeting takes place at 7:00 pm at the Kimberley Hall on April 26, 2023, or at the call of the chair. Carried.

12. Adjournment:

Motion #39-23

Moved by: Danielle Valiquette

**Seconded by: Janet Carson  
That the meeting is adjourned. Carried.**

*Stewart Halliday*  
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**Signature, Chair**

*May 1, 2023*  
\_\_\_\_\_  
**Date**

*Jennifer Munley*  
\_\_\_\_\_  
**Signature, CEO**

*May 1, 2023*  
\_\_\_\_\_  
**Date**