



Kenora Public Library Board – Minutes

Date: Wednesday, May 24, 2023
Time: 4:45 p.m.
Location: Kenora Public Library

Present: C. Marginet, J. Hansen, E. Kaldeway, B. Manson, T. Fullmer, R. McMillan, M. Poirier, A. Smith, C. Alcock

Absent/Regrets: M. Wasacase, C. Moorley

Respect and Acknowledgment Declaration – read by Marj Poirier

Declaration of Pecuniary Interest – None declared.

Approval of Consent Agenda

#029-2023 moved by J. Hansen, seconded by C. Marginet that the following agenda be approved:

- 1) Agenda for tonight's meeting
- 2) Minutes of the meeting held on Wednesday, Apr. 26, 2023 at 4:45 p.m.
- 3) CEO Report to May 17, 2023 and statistical reports for April 2023.

Business Arising out of the Consent Agenda (Minutes, CEO Report)

- 1) **Governance 101: Public Library Board Training Ontario Library Service** – June 15, 2023 5:30-7:30 p.m. **Virtual**

Correspondence - none

Finance

#030-2023 moved by C. Marginet, seconded by J. Hansen, that the following reports be received:

- 1) YTD Budget vs. Actual

Policy Committee

Met via Zoom on May 17 to review and update policies.

#031-2023 moved by C. Marginet, seconded by J. Hansen that the following policy be repealed:

- OP-02-13 In-house iPad Lending

#032-2023 moved by C. Marginet, seconded by J. Hansen that the following policies be adopted as amended:

- OP-02-02 Programming
- OP-02-22 Handling of Returned Materials During A Viral Pandemic
- GOV-01-01 Vision, Mission, Values, and Goals
- FOU-00-04 Intellectual Freedom
- GOV-01-13 Financial Control
- OP-02-21 Curbside Service

New Business

Strategic Plan update – the next step will be to put the finishing touches on the document. Rory suggested looking at the survey that Thunder Bay Public Library is currently using and possibly use that as a starting point for drafting a survey to collect community feedback to assess needs during the next few years to make sure we are accomplishing our goals and responding to community needs. Andrew suggested we could also use a gap analysis survey.

Canada Summer Jobs – The library applied for two Canada Summer Jobs students and has received funding for one.

#033-2023 – moved by E. Kaldeway, seconded by T. Fullmer that the CEO be authorized to execute the following agreement on behalf of the Kenora Public Library Board:

2023 Canada Summer Jobs Articles of Agreement

Closed Meeting Session

#034-2023 moved by R. McMillan, seconded by E. Kaldeway that the meeting moves into closed session at 5:11 p.m. to discuss the following two items:

- 1) The security of the property of the board
- 2) Personal matter about an identifiable individual

#035-2023 moved by E. Kaldeway, seconded by T. Fullmer that the meeting move out of closed session at 5:22 p.m.

Other

- 1) Ontario Library Association/Ontario Library Service updates – Marj is now the President of Ontario Library Association. It has been a busy month with lots of transitions on the board. Executive Director Shelagh Paterson is resigning from OLA and the process to fill her position has started.

Next meeting date: Wednesday, June 28, 2023

Adjournment

#028-2023 moved by R. McMillan, seconded by E. Kaldeway that the meeting adjourns at 5:28 p.m.