



Kenora Public Library Board – Minutes

Date: Wednesday, June 28, 2023
Time: 4:45 p.m.
Location: Kenora Public Library

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

Absent/Regrets: M. Poirier

Respect and Acknowledgment Declaration – read by Maureen Wasacase

Declaration of Pecuniary Interest – None declared.

Approval of Consent Agenda

#037-2023 moved by J. Hansen, seconded by T. Fullmer that the following agenda be approved:

- 1) Agenda for tonight's meeting
- 2) Minutes of the meeting held on Wednesday, May 24, 2023 at 4:45 p.m.
- 3) CEO Report to June 20, 2023 and statistical reports for May 2023.

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

#038-2023 moved by Tim Fullmer, seconded by Jen Hansen that the 2023-2027 Kenora Public Library Strategic Plan be approved.

Correspondence

#039-2023 moved by Carmen Marginet, seconded by Tim Fullmer that the following correspondence be received:

- 1) MNP to Crystal Alcock – Engagement Letter 2022
- 2) Firefly – Annual Report 2022-2023 and Strategic Plan 2023-2026

Finance

#040-2023 moved by T. Fullmer, seconded by J. Hansen, that the following reports be received:

- 1) YTD Budget vs. Actual

#041-2023 moved by C. Marginet, seconded by T. Fullmer that the website project be funded through surplus operating funds.

Policy Committee

Will continue to meet throughout the summer to review and update policies.

New Business

#042-2023 moved by Tim Fullmer, seconded by C. Marginet that the following changes be made to the Kenora Public Library operating hours:

- 1) Kenora Branch Summer Hours M 9-5, T 9-7, W 9-5, T 9-5, F 9-5.
Closed Saturday and Sunday.
- 2) Closures
 - Both branches - Oct 25, 2023 from 9 a.m. to 1 p.m. CAMH De-escalation training.
 - Keewatin Branch – Dec. 27th & 29th

Closed Meeting Session

#043-2023 moved by J. Hansen, seconded by C. Marginet that the meeting moves into closed session at 5:00 p.m. to discuss the following two items:

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

#044-2023 moved by C. Marginet, seconded by T. Fullmer that the meeting move out of closed session at 5:45 p.m.

#045-2023 moved by R. McMillan, seconded by B. Manson that the Library Services Salary Schedule as proposed be adopted.

Following the adoption of the Salary Compensation Schedule (June 28, 2023, Library Board Meeting) an ad hoc committee comprised of board members was established to address the placement on the Salary Compensation Schedule for the CEO including retroactive date and provide a recommendation to the Board for review and discussion. Once determined, the resolution will be forwarded

from the Board, via the Chair, to Roberta Marsh, HR Manager at the City who has agreed to assist the board in implementing placement.

Other

- 1) Ontario Library Association/Ontario Library Service updates – none
- 2) Ontario Library Service Governance 101: Library Board Training – slides from training session held on June 15, 2023.
- 3) Plumbing issue – there has been an ongoing plumbing issue that has led to having to close all the washrooms periodically until the plumber is available to fix them.

Next meeting date: Wednesday, September 27, 2023

Adjournment

#046-2023 moved by J. Hansen, seconded by C. Marginet that the meeting adjourns at 5:55 p.m.