



## Kenora Public Library Board – Minutes

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Date: Wednesday, January, 26, 2022  
Time: 4:45 p.m.  
Location: Held electronically through Zoom

Members Present: M. Wasacase, M. Poirier, R. McMillan, T. Fullmer, C. Marginet, L. Haney, P. Schwartz, C. Moorley, S. Gander, C. Alcock

Regrets: J. Hansen

**Declaration of Pecuniary Interest** – None declared.

### **Approval of Consent Agenda**

**#001-2022** moved by C. Marginet, seconded by L. Haney that the following consent agenda be approved:

- 1) Agenda for tonight's meeting
- 2) Minutes of the meeting held via Zoom on Wednesday, Nov. 24, 2021 at 4:45 p.m.
- 3) CEO Report to Jan. 18, 2022 and statistical reports for November and December 2021

**Business Arising out of the Consent Agenda (Minutes, CEO Report) – none**

### **Correspondence**

**#002-2022** moved by C. Moorley, seconded by T. Fullmer, that the following correspondence be received:

- 1) Ontario Library Service – Newsletter January 2022
- 2) Learn HQ Training Bulletin – Winter 2022

### **Finance**

**#003-2022** moved by P. Schwartz, seconded by C. Marginet that the following reports be received:

- 1) YTD Department Actual vs. Budget
- 2) 2022 Budget Request to Council

## **Committee Reports**

**#004-2022** Moved by L. Haney, seconded by C. Moorley, that the following policies be adopted:

- 1) GOV-01-01 Vision, Mission, Value, Goals
- 2) GOV-01-02 Governance Process
- 3) GOV-01-02-01 Planning Process
- 4) GOV-01-02-02 Policy Process
- 5) GOV-01-03 Executive Limitations
- 6) GOV-01-04 Board Membership

Strategic Planning – no update

**#005-2022** Moved by T. Fullmer, seconded by C. Marginet, that the Student Salary Grid be updated to reflect the increase to minimum wage effective Jan. 1, 2022.

**#006-2022** Moved by C. Moorley, seconded by L. Haney, that the 2022 Meeting Schedule be approved.

**#007-2022** Moved by P. Schwartz, seconded by T. Fullmer, that the meeting moved into a closed session at 5:04 p.m.

- 1) to discuss labour relations or employee negotiations
- 2) to discuss personal matters about an identifiable individual

**#008-2022** Moved by C. Moorley, seconded by P. Schwartz, that the meeting move out of closed session at 5.25 p.m.

**#009-2022** Moved by C. Marginet, seconded by C. Moorley, that following a successful performance evaluation, it is recommended that CEO/Head Librarian, Crystal Alcock, be advanced to Step 7 – Head Librarian on the City of Kenora Public Library Salary Structure Grid for Non-Union Employees. Effective Jan. 1, 2022.

**Community Services Programming** – Stace and Crystal updated the board on the planning meeting held with the City of Kenora Community Services Department Team regarding upcoming programming in all departments. The plan is to have a consistent place (sign board, bulletin board) in all facilities that offer programming, where the public can see upcoming events in all City of Kenora

facilities. This will create an opportunity for collaboration on various programs and also help to foster a vibrant community.

### **Adjournment**

**#010-2022** Moved by L. Haney, seconded by T. Fullmer, that the meeting adjourn.