

**Trent Hills Public Library
Board Meeting:
April 15, 2019
6:30 pm**

Present:

Board: Jaya Aronnilakkara (Chair)
Keith Donnelly (Vice-Chair)
Cathy McDonald
Jennifer Marshall
Catherine Redden

Staff: Mary-Jo Mahoney, CEO, Trent Hills Public Library

The meeting was called to order by Chair Jaya Aronnilakkara at 6:30 pm at the Campbellford Branch of the Trent Hills Public Library.

1. Approval of the Agenda:

There were no additions to the agenda.

18/19 Moved by Jennifer Marshall and seconded by Keith Donnelly that the agenda be accepted.

CARRIED

2. Disclosure of Pecuniary Interest & the Nature Thereof: None

3. Presentations: None

4. Health, Safety & Environmental Issues: None

5. Approval of the March 18, 2019 Library Board Minutes:

19/19 Moved by Jennifer Marshall and seconded by Cathy McDonald that the library board minutes from the March 18/2019 meeting be accepted. **CARRIED**

6. Librarian's Report:

20/19 Moved by Cathy McDonald and seconded by Jaya Aronnilakkara that the Librarian's Report be accepted. **CARRIED**

7. Treasurer's Report:

21/19 Moved by Cathy McDonald and seconded by Catherine Redden that the Treasurer's Report for 04/30/19 be received and filed. **CARRIED**

8. Correspondence: None

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9. New Business:

22/19 Moved by Jaya Aronnilakkara and seconded by Jennifer Marshall to approve the new policies and those with amended changes to the following policies:

OP-12 Community Information and Bulletin Boards

OP-14 Safety/Security and Emergencies/ Code of Conducts

OP-15 Prevention of Workplace Violence

OP-16 Prevention of Discrimination Workplace Harassment and Sexual Harassment

OP-17 Accessible Customer Service /Accessibility and Staff

OP-18 Integrated Standards/Accessibility in the Library and

FN-O1 Freedom of Information.

CARRIED

10. Old Business:

23/19 Moved by Cathy Redden and seconded by Keith Donnelly to go in camera to discuss a personnel issue at 7:20 pm. **CARRIED**

24/19 Moved by Cathy Redden and seconded Jennifer Marshall by to come of camera session at 7:25 pm. **CARRIED**

25/19 Moved by Cathy McDonald and seconded by Jennifer Marshall that the Trent Hills Public Library Board adjust the current pay rates of the Library Staff to the new pay rates for each job category, as specified on the Trent Hills CUPE pay grid as posted for May 1, 2019, and that these adjustments to pay rates for the Library staff will be retroactive to May 1, 2018. **CARRIED.**

26/19 Moved by Jennifer Marshall and seconded by Cathy McDonald to offer employee benefits to part time staff with the Trent Hill Public Library. **CARRIED**

27/19 Moved by Catherine Redden and seconded by Jennifer Marshall to develop a compensation/benefits policy going forward. **CARRIED**

28/19 Moved by Catherine Redden and seconded by Jennifer Marshall that the job evaluations completed for all library staff positions be reviewed again using the library's current job descriptions and the process used for the Trent Hills Municipal Pay Equity Plan. **CARRIED**

12. Next Meeting: Monday May 27, 2019 at the Hastings Branch Library, at 6:30 pm.

13. Adjourned: Moved by Jaya Aronnilakkara that the meeting be adjourned at 7:35 pm.

Jaya Aronnilakkara

Chair: Jaya Aronnilakkara

Mary-Jo Mahoney

Secretary: Mary-Jo Mahoney