

**Trent Hills Public Library  
Board Meeting:  
December 16, 2019  
6:30 pm**

**Present:**

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

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

The meeting was called to order by Chair Jaya Aronnilakkara at 6:32 pm at the Campbellford Branch of the Trent Hills Public Library.

**1. Approval of the Agenda:**

**72/19** Moved by Cathy McDonald and seconded by Jennifer Marshall that the agenda be accepted as amended. **CARRIED**

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

**3. Approval of the November 18/2019 Library Board Minutes:**

**73/19** Moved by Jaya Aronnilakkara and seconded by Jennifer Marshall that the library board minutes from the November 18/2019 meeting be accepted. **CARRIED**

**4. Presentations: None**

**5. Safety, Health and Environmental Issues:** The eaves troughs around the building and the heated cables have been checked and activated. They have removed the gravel walkway from the back of the Campbellford Branch Library and will be sodding it in the spring. The new camera outside and the upgrading of the new video system is complete. The new furnace has been installed in Warkworth.

**6. Librarian's Report:** The Public Library Operating Grant of \$33,099.00 has been received. The Christmas programs were extremely well attended at all branches. The Campbellford Branch Library will be hosting an information session on Smart Northumberland Digital Literacy Program with Northumberland County in 2020.

**Warkworth Library:** The Warkworth Writes a Book project, utilizing social media as a means to connect with amateur writers in the community will continue for 26 weeks. Programs hosted this month were: The Tag Making workshop and the Book Folding Workshop.

**Trent Hills Public Library Board Meeting: December 16, 2019 continued page 2**

Hastings Library: The Hastings Library started a new drop in program called Get Hooked on Crochet. Sessions continue to assist patrons with computers. The hot topic book club theme was PEACE this month.

**74/19** Moved by Jaya Aronnilakkara and seconded Jennifer Marshall that the Librarian's Report be accepted. **CARRIED**

**7. Treasurer's Report:**

**75/19** Moved by Cathy McDonald and seconded by Councillor Catherine Redden that the Treasurer's Report for 12/31/19 be received and filed. **CARRIED**

**8. Correspondence: None**

**9. Business arising from Minutes:** Update on the Trent Hills Library insurance coverage was presented. A requirement of proof of insurance for 2 million dollars liability (certificate) will be added to the room rental policy for commercial and or business room rentals at the Trent Hills Public Library.

**10. New Business:**

**76/19** Moved by Cathy McDonald and seconded by Jennifer Marshall that after a review of quotes for shelving from Oak Valley Products at \$94,675.00 and Palmieri Furniture at \$46,929.39 that Trent Hills Public Library purchase shelving from Palmieri Furniture. **CARRIED**

**77/19** Moved by Cathy McDonald and seconded by Jaya Aronnilakkara that Mary-Jo Mahoney, CEO/Trent Hills Public Library authorize the purchase of new shelving for the children's department at both Campbelford and Warkworth Branch Libraries and the adult section at the Hastings Public Library. Also that the Director of Finance/Treasurer, Valerie Nesbitt be authorized to transfer funds in the amount of \$46,929.39 to Palmieri Furniture from the library general reserve to fund the acquisition. **CARRIED**

**78/19** Moved by Jennifer Marshall and seconded by Cathy McDonald to approve the General Reserve Allocation Plan. **CARRIED**

**79/19** Moved by Jennifer Marshall and seconded by Councillor Catherine Redden to adopt the Trent Hills Public Library Gift Acceptance Policy. **CARRIED**.

A discussion was held between board members on the significance of addressing governance responsibilities and the importance of policy review. Further discussion was tabled until early in 2020 so that board members can view on the online governance webinar provided by the Southern Ontario Library Service.

**Trent Hills Public Library Board Meeting: December 16, 2019 continued page 3**

**11. Old Business:**

**Bill 132:**

**Library Sector Input Successfully Influences Amendments to Proposed Changes to Ontario's Public Libraries Act**

The Ontario Government recently proposed two changes to Ontario's *Public Libraries Act* affecting local public library boards as part of Bill 132, *Better for People, Smarter for Business Act*, 2019. This omnibus bill is the latest in the provincial government's ongoing red tape burden reduction efforts. The proposed changes included reducing the minimum number of meetings a public library board is required to hold annually to 4, from the currently legislated minimum of 10.

**80/19** Moved by Jaya Aronnilakkara and seconded by Jennifer Marshall to hold 8 Board meetings a year. **CARRIED**

**81/19** Moved by Councillor Catherine Redden and seconded by Jennifer Marshall to table the review of Human Resource Policies until Trent Hills Public Library CEO, Mary-Jo Mahoney can speak to Trent Hills Municipal CAO, Lynn Phillips. **CARRIED**

**12. Next Meeting:** Monday, January 20, 2019 at the Campbellford Branch Library, at 6:30 pm.

**13. Adjourned:** Moved by Jaya Aronnilakkara that the meeting be adjourned at 7:56 pm.



Chair: Jaya Aronnilakkara



Secretary: Mary-Jo Mahoney