

**Trent Hills Public Library
Board Meeting:
November 18, 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 6:27 pm at the Campbellford Branch of the Trent Hills Public Library.

1. Approval of the Agenda:

63/19 Moved by Councillor Catherine Redden and seconded by Jennifer Marshall that the agenda be accepted. **CARRIED**

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

3. Approval of the October 21/2019 Library Board Minutes:

64/19 Moved by Jennifer Marshall and seconded by Keith Donnelly that the library board minutes from the October 21/2019 meeting be accepted as amended to include the discussion introduced by Councillor Catherine Redden regarding Municipal plans to establish a full time Information Technician Coordinator/Manager Position at 35 hours per week starting in 2020. It was agreed that information regarding IT service with the library would be provided to compare and review. Additionally, a discussion was opened up on First Nations Programming and materials at the Library. **CARRIED**

4. Presentations: Councillor Catherine Redden gave a presentation on the Library Board Trustee meeting held at the Brighton Public Library. Areas of concern brought forth were:

- a) Our acknowledgement of First Nations Communities.
- b) The benefits of Library Accreditation.
- c) Reviewing the Library Act and those Acts pertinent to governing the Library.
- d) Discussion on a more visible partnership with Council.
- e) Sharing services
- f) Bill 132

5. Presentations: Kelli Stapley, Manager of Parks and Facilities has filed a work order to address the ice hazard around the Campbellford Branch Library. Councillor Catherine Redden will follow up on this.

Minutes of the October 21, 2019 meeting of the Trent Hills Public Library Board ...2

6. Librarian's Report: The Bail's Literacy Fund has added Community Living to their list of book bag recipients for children in need. The Southern Ontario Library Service have announced that libraries serving a population under 20,000 will be reimbursed for their connectivity costs from July to September 2019. Holiday programming has been planned for the three branch libraries. Facebook activity has increased, this includes post reach, post engagement and audience. Circulation has increased from last month along with programs and the number of patrons attending.

65/19 Moved by Jennifer Marshall and seconded Keith Donnelly that the Librarian's Report be accepted. **CARRIED**

7. Treasurer's Report:

66/19 Moved by Jennifer Marshall and seconded by Councillor Catherine Redden that the Treasure's Report for 11/30/19 be received and filed. **CARRIED**

8. Correspondence: None

9. Business arising from Minutes: Anne Rowe from the Campbellford-Seymour Heritage Society reviewed archived documents from the Warkworth Library and will be making arrangements for them to be housed at the proper location.

10. New Business:

67/19 Moved by Jennifer Marshall and seconded by Keith Donnelly to table the review of policy HR-01 Human Management until an examination of existing policies can be completed. **CARRIED**

CEO, Mary-Jo Mahoney gave a brief update on capital projects. The Trent Hills Public Library is still awaiting quotes on shelving for the library. Councillor Redden will be giving the board an update on liability insurance requirements for commercial renters.

68/19 Moved by Councillor Catherine Redden and seconded by Jennifer Marshall to authorize the Director of Finance/Treasurer, Valerie Nesbitt to transfer funds in the amount of \$841.85 out of general reserves for to upgrade the digital video recorder at the Campbellford Branch Library. **CARRIED**

69/19 Moved by Jennifer Marshall and seconded by Jaya Aronnilakkara to move in camera to discuss an item under the Public Libraries Act, Section 16.1 (4b) as a personal matter about an identifiable individual at 8:05 pm. **CARRIED**

70/19 Moved by Jennifer Marshall and seconded by Councillor Catherine Redden to rise out of camera session at 8: 10 pm. **CARRIED**

71/19 Moved by Councillor Catherine Redden and seconded by Jennifer Marshall to move forward with the recommendation presented by the CEO. **CARRIED.**

12. Next Meeting: Monday December 16, 2019 at the Campbellford Branch Library, at 6:30 pm.

13. Adjourned: Moved by Jaya Aronnilakkara that the meeting be adjourned at 8:14 pm.

Jaya Aronnilakkara

Chair: Jaya Aronnilakkara

Mary-Jo Mahoney

Secretary: Mary-Jo Mahoney