



Library Board Virtual Meeting
Monday March 15th 2021 at 6:30pm

Present:

Board:

Jennifer Marshall (Chair)
Keith Donnelly (Vice Chair)
Catherine Redden (Council)
Rosemary Kelleher-MacLennan (Council)
Cathy McDonald
Dorlene Lin
Jen Lee

Staff:

Brianne Parr (Acting CEO)
Patrick Muldoon (Warkworth Branch Supervisor)
Jenny Madden (Hastings Branch Supervisor)

Regrets:

Valerie Nesbitt (Treasurer)

1) Welcome:

Jennifer Marshall welcomed everyone to the meeting.

2) Call to Order:

The March 15th 2021 Virtual Board Meeting was called to order by Jennifer Marshall at 6:30pm.

3) Approval of the Agenda:

Motion No. 2021/03/15-01:

Moved by: Catherine Redden

Seconded by: Jen Lee

To approve the Agenda. **CARRIED.**

4) Declaration of Conflicts of Interest:

None.

5) Board Correspondence:

a) MOU Letter

Jennifer Marshall shared correspondence from the Municipality dated January 22, 2021 concerning an Amendment to the Memorandum of Understanding regarding the Library IT services.



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6) Update from Municipal CAO Lynn Phillips:

a) MOU (IT Services)

Lynn shared the Addendum to the Memorandum of Understanding between the Municipality and the Library. Commencing June 1st 2021, the Municipality will administer the Library's IT services for a trial period of 6 months.

6) b) OMERS

Lynn shared a Resolution document approved by OMERS with the Library Board. Participation in the OMERS Pension Plan will be effective May 1st 2021, and this resolution authorizes the Finance Manager/Deputy Treasurer of the Municipality of Trent Hills to assume all duties to fulfill the obligations of the OMERS Pension Plan.

Motion No. 2021/03/15-02:

Moved By: Dorlene Lin

Seconded By: Jen Lee

That the resolution to authorize the Trent Hills Public Library's participation in the OMERS primary pension plan be approved and executed accordingly. **CARRIED.**

7) a) Approval of the Library Board minutes held January 18th 2021.

Motion No. 2021/03/15-03:

Moved by: Catherine Redden

Seconded by: Cathy McDonald

To accept the January 18th 2021 minutes **CARRIED.**

7) b) Approval of the Library Board Special Closed Session minutes held Feb 3rd 2021.

Motion No. 2021/03/15-04:

Moved by: Jen Lee

Seconded by: Rosemary Kelleher-MacLennan

To accept the February 3rd 2021 closed session minutes. **CARRIED.**

7) c) Approval of the Library Board Special Closed Session minutes held March 4th 2021.

Motion No. 2021/03/15-05:

Moved by: Dorlene Lin

Seconded by: Catherine Redden

To accept the March 4th 2021 closed session minutes. **CARRIED.**

7) d) Notes from the CEO Selection Committee

Jennifer Marshall will email notes to the Board for their information. The position will be posted on March 17th 2021 for 5 weeks.

8) Presentation: None.



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9) Librarian's Report:

THPL-ACT-CEO-2021-002 Librarian's Report January/February 2021.

Motion No: 2021/03/15-06

Moved by: Jen Lee

Seconded by: Rosemary Kelleher-MacLennan

To receive the THPL-ACT-CEO-2021-002 Librarian's Report January/February 2021.
for information. **CARRIED.**

10) Treasurer's Report:

THPL-FIN-2021-002 Financial Report March 10, 2021

Motion No: 2021/03/15-07

Moved by: Dorlene Lin

Seconded by: Catherine Redden

To receive the THPL-FIN-2021-002 Financial Report March 10, 2021. **CARRIED.**

11) Old Business:

a) Overdue Fines

The Acting CEO and Branch Supervisors shared with the Board the positive impact of being fine free during the pandemic has made for our patrons, as well as how overdue materials have not increased as a result.

Motion No: 2021/03/15-08

Moved by: Rosemary Kelleher-MacLennan

Seconded by: Keith Donnelly

For Staff to update the Board at the June 2021 meeting and bring forth a recommendation.

The Trent Hills Public Library will remain fine free of overdue charges until this time.

11) b) HR-04: Vacation, Statutory Holidays and Leave

The HR-04 policy will be reviewed by the Governance Committee regarding the accrual of vacation time, as well as the hours determined for full time status. The Committee will bring forth recommendations to the Board.

12) New Business: None discussed.

13) Next Meetings:

The next Library Board Meeting is April 19th at 6:30 pm via Zoom.

The next CEO Selection Committee Meeting is March 25th at 6:00pm via Zoom.

The next Governance Committee Meeting is TBD.




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14) Adjournment:

Jennifer Marshall adjourned the meeting at 7:26pm.


Jennifer Marshall (Chair)


Brianne Parr
Acting CEO