

Present:

Board:

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

Staff:

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

Regrets:

Rosemary Kelleher-MacLennan (Council)

1) Welcome:

Jennifer Marshall welcomed everyone to the meeting.

2) Call to Order:

The April 19th 2021 Virtual Board Meeting was called to order by Jennifer Marshall at 6:30pm.

3) Declaration of Conflicts of Interest:

None.

4) Approval of the Agenda:

Motion No. 2021/04/19-01:

Moved by: Jen Lee

Seconded by: Catherine Redden

To approve the Agenda. **CARRIED.**

5) Board Correspondence:

a) Patron letter of concern

Jennifer Marshall shared correspondence from a patron expressing their concern that the Library Branches are operating curbside services during the stay at home order. This concern was discussed, and chair Jennifer Marshall will send a response to the patron.

6) Presentation:

None.

7) Approval of the Library Board minutes held March 15th 2021.

Motion No. 2021/04/19-02:

Moved by: Cathy McDonald

Seconded by: Catherine Redden

To accept the March 15th 2021 minutes. **CARRIED.**

8) Treasurer's Report:

a) THPL-FIN-2021-003 2020 Financial Report.

Motion No: 2021/04/19-03

Moved by: Keith Donnelly

Seconded by: Catherine Redden

That Staff Report THPL-FIN-2021-003 re 2020 Financial Report be received for information.

That the 2020 year end surplus amount of \$ 127,391.39 be transferred to the Library General Reserve. **CARRIED.**

8) b) THPL-FIN-2021-004 Financial Report April 14, 2021.

Motion No: 2021/04/19-04

Moved by: Jen Lee

Seconded by: Cathy McDonald

That Staff Report THPL-FIN-2021-004 re Financial Report April 14, 2021 be received for information. **CARRIED.**

8) c) THPL-FIN-2021-005 Banking Services Agreement and Authorized Signing Officers.

Motion No: 2021/04/19-05

Moved by: Catherine Redden

Seconded by: Cathy McDonald

That Staff Report THPL-FIN-2021-005 re Banking Services Agreement and Authorized Signing Officers be received for information.

That the Trent Hills Public Library be included in the Municipal Banking Services Agreement.

That the authorized signing officers of the Municipality be deemed the same authorized signing officers for the Trent Hills Public Library.

That the Trent Hills Public Library Board update Policies and By-Laws to reflect the change to the authorized signing officers. **CARRIED.**

Details regarding the authorized signing officers for the Library Bank account will be discussed further at an upcoming Governance Committee meeting.



Library Board Virtual Meeting
Monday April 19th 2021 at 6:30pm

9) Librarian's Report:

THPL-ACT-CEO-2021-003 Librarian's Report March 2021.

Motion No: 2021/04/19-06

Moved by: Jen Lee

Seconded by: Dorlene Lin

To receive the THPL-ACT-CEO-2021-003 Librarian's Report March 2021 for information.

CARRIED.

10) Old Business:

a) Furniture Quotes

Three quotes were presented to the Board from Carr McLean, Brodart, and Schoolhouse. The Acting CEO will investigate return policies, as well as the option of purchasing a few items to try for a period of time to ensure quality and durability. A disposal of old furniture policy will also be discussed with the Governance Committee.

Motion No: 2021/04/19-07

Moved by: Dorlene Lin

Seconded by: Cathy McDonald

To purchase up to \$10,000 on furniture for the Trent Hills Public Library Branches.

CARRIED.

11) New Business:

None discussed.

12) Next Meetings:

The next Library Board Meeting is May 17th 2021 at 6:30 pm via Zoom.

The next Governance Committee Meeting is TBD, chair Catherine Redden will email members with potential dates.

13) Adjournment:

Jennifer Marshall adjourned the meeting at 7:55.


Jennifer Marshall (Chair)


Brianne Parr
Acting CEO