



Library Board Meeting
Monday, September 19th 2022 at 6:30pm

Present:

Board:

Jennifer Marshall (Chair)
Keith Donnelly (Vice Chair)
Catherine Redden (Council)
Jen Lee

Staff:

Graeme Peters (Chief Librarian & CEO)

Regrets:

Rosemary Kelleher-MacLennan (Council)
Dorlene Lin

1) Welcome:

Jennifer Marshall welcomed everyone to the meeting.

2) Call to Order:

The September 19th Board Meeting was called to order by Jennifer Marshall at 6:31pm.

3) Approval of the Agenda:

Motion No. 2022/09/19-01

Moved by: Jen Lee

Seconded by: Catherine Redden

To approve the Agenda. **CARRIED.**

4) Declaration of Conflicts of Interest:

None.

5) a) Approval of the Library Board minutes held June 20th, 2022.

Motion No. 2022/09/19-02

Moved by: Jen Lee

Seconded by: Keith Donnelly

To accept the June 20th 2022 minutes. **CARRIED.**

6) Presentation:

None.

7) Treasurer's Report:



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a) THPL-FIN-2022-007 Financial Report September 19th, 2022.

Motion No: 2022/09/19-03

Moved by: Jen Lee

Seconded by: Catherine Redden

That Treasurer's Report THPL-FIN-2022-007 be received for information. **CARRIED.**

8) Librarian's Report:

a) THPL-CEO-2022-007 Librarian's Report June, July, & August 2022.

Motion No: 2022/09/19-04

Moved by: Catherine Redden

Seconded by: Jen Lee

To receive the THPL-CEO-2022-007 Librarian's Report June, July, & August 2022 for information. **CARRIED.**

b) THPL-CEO-2022-008 Librarian's Report on IT Service.

Motion No: 2022/09/19-05

Moved by: Jen Lee

Seconded by: Keith Donnelly

To receive the THPL-CEO-2022-006 Librarian's Report on IT Service for information, and to update and sign the Information Technology Service Memorandum of Understanding to make the arrangement permanent. **CARRIED.**

c) THPL-BAI-2022-002 Bailey McDonald Literacy Fund Update

Motion No: 2022/09/19-06

Moved by: Jen Lee

Seconded by: Keith Donnelly

To receive the THPL-BAI-2022-002 Bailey McDonald Literacy Fund Update for information. **CARRIED.**

9) Old Business:

a) Board Skills Matrix

b) Board Legacy Document

c) CEO Evaluation Form update

10) New Business:

a) Policies for Review

Motion No. 2022/09/19-07

Moved by: Jen Lee

Seconded by: Keith Donnelly

To approve HR-02 Staff Selection and Job Descriptions. **CARRIED.**



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Motion No. 2022/09/19-08

Moved by: Catherine Redden

Seconded by: Jen Lee

To approve HR-12 Coronavirus (COVID-19) Immunization Policy. **CARRIED.**

Motion No. 2022/09/19-09

Moved by: Jen Lee

Seconded by: Catherine Redden

To approve HR-13 Disconnecting from Work Policy. **CARRIED.**

b) 'Wheel of Life' Programming Carpets

Motion No. 2022/09/19-10

Moved by: Catherine Redden

Seconded by: Jen Lee

That up to \$5,200.00 be transferred from the General Reserve for the purchase of 'Wheel of Life' programming carpets for each branch.

CARRIED.

c) Correspondence from the Ontario Public Library Guidelines Monitoring and Accreditation Council

i. Accreditation Celebration

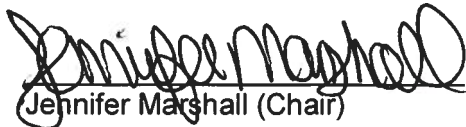
d) Correspondence from St. Mary Catholic Elementary School

11) Closed Session:


12) Next Meetings:

a) The next Library Board Meeting is October 17th 2022.

13) Adjournment: Chair Jennifer Marshall adjourned the meeting at 8:47pm.



Jennifer Marshall (Chair)



Graeme Peters
Chief Librarian & CEO

