



Virtual Library Board Meeting  
Wednesday, December 7<sup>th</sup> 2022 at 6:30pm

**Present:**

**Board:**

Jennifer Marshall (Chair)  
Keith Donnelly (Vice Chair)  
Catherine Redden (Council)  
Dorlene Lin

**Staff:**

Graeme Peters (Chief Librarian & CEO)

**Regrets:**

Rosemary Kelleher-MacLennan (Council)  
Jen Lee

**1) Welcome:**

Keith Donnelly welcomed everyone to the meeting.

**2) Call to Order:**

The December 7<sup>th</sup> Board Meeting was called to order by Keith Donnelly at 6:36pm.

**3) Approval of the Agenda:**

**Motion No. 2022/12/07-01**

Moved by: Jennifer Marshall

Seconded by: Dorlene Lin

To restructure the Agenda to deal with the Budget and financials first. **CARRIED.**

**4) Treasurer's Report:**

**a) THPL-FIN-2022-011 2023 Library Board Budget Approval**

**Motion No: 2022/12/07-02**

Moved by: Dorlene Lin

Seconded by: Keith Donnelly

That Staff Report THPL-FIN-2022-011 re 2023 Library Board Budget Approval be received for information.

That the 2023 Library Board Budget in the amount of \$ 668,209 be approved.

That the 2023 Library Budget including a municipal grant amount of \$ 617,455 be submitted to Council for approval. **CARRIED.**

**b) THPL-FIN-2022-010 Budget Variance Report November 21<sup>st</sup>, 2022.**

**Motion No: 2022/12/07-03**



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Moved by: Catherine Redden

Seconded by: Dorlene Lin

That Treasurer's Report THPL-FIN-2022-010 re Budget Variance Report be received for information. **CARRIED.**

**5) Declaration of Conflicts of Interest:**

None.

**6) a) Approval of the Library Board minutes held October 17<sup>th</sup>, 2022.**

**Motion No. 2022/12/07-04**

Moved by: Dorlene Lin

Seconded by: Catherine Redden

To accept the October 17<sup>th</sup> 2022 minutes. **CARRIED.**

**7) Presentation:**

None.

**8) Librarian's Report:**

**a) THPL-CEO-2022-010 Librarian's Report October 2022.**

**Motion No: 2022/12/07-05**

Moved by: Dorlene Lin

Seconded by: Keith Donnelly

To receive the THPL-CEO-2022-010 Librarian's Report October 2022 for information.

**CARRIED.**

**9) Old Business:**

**a) Board Skills Matrix**

**b) Board Legacy Document**

**c) Policies for Review**

**i. OP-25 Friends of the Library**

**Motion No: 2022/12/07-06**

Moved by: Catherine Redden

Seconded by: Dorlene Lin

To approve OP-25 Friends of the Library as amended. **CARRIED.**

**ii. GOV-01 Board Orientation and Training**

**Motion No: 2022/12/07-07**

Moved by: Dorlene Lin

Seconded by: Keith Donnelly

To approve GOV-01 Board Orientation and Training as amended. **CARRIED.**



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**d) STEM Fair Update**

**10) New Business:**

**a) 2023 Library Board Meeting Schedule**

**Motion No: 2022/12/07-08**

Moved by: Catherine Redden

Seconded by: Dorlene Lin

To approve the 2023 Library Board Meeting Schedule. **CARRIED.**

**b) Baby Changing Stations**

**Motion No: 2022/12/07-09**

Moved by: Catherine Redden

Seconded by: Dorlene Lin

To approve the transfer of up to \$2000.00 from Library reserves for the purchase of 3 Koala Kare Baby Changing Stations for the Campbellford and Warkworth branches. **CARRIED.**

**c) Children's Area Furniture – Warkworth**

**Motion No: 2022/12/07-10**

Moved by: Dorlene Lin

Seconded by: Catherine Redden

To approve the transfer of up to \$1,641.00 from Library reserves for the purchase of children's area furniture for the Warkworth branch. **CARRIED.**

**11) Next Meetings:**

a) The next Library Board Meeting is January 16<sup>th</sup> 2023.

**12) Adjournment:** Chair Jennifer Marshall adjourned the meeting at 7:56pm.



Jennifer Marshall (Chair)



Graeme Peters  
Chief Librarian & CEO

