

## SIoux LOOKOUT PUBLIC LIBRARY BOARD MINUTES

Approved – June 23, 2015

Date: May 26, 2015

Present: Members: J. Baum, L. Christie-Jacobson, S. Forbes, J. Klein, L. Martin, and D. Squires  
CEO/Chief Librarian: Gwen (Wendy) MacDonald

Regrets: Members: C. Airlie and M. McCarl

Meeting Chaired by: J. Klein and called to order at 5:33 p.m.

### **Motion #22-15**

Moved by L. Martin, seconded by D. Squires that the agenda of the May 26, 2015 meeting be approved.  
CARRIED.

Conflict of interest: None

### **Motion #23-15**

Moved by S. Forbes, seconded by L. Martin that the minutes of the April 28, 2015 meeting be approved as presented.  
CARRIED.

### **BUSINESS ARISING FROM THE MINUTES:**

1. Members were asked to review the Strategic Plan Update and provide the CEO with any comments, additions, or suggestions by the June board meeting.

### **CORRESPONDENCE:**

The correspondence was reviewed.

### **BUSINESS ARISING FROM CORRESPONDENCE:**

1. Members accepted, with regret, the letters of resignation from Beth McKinlay, effective immediately, and Lorinda Christie-Jacobson, effective June 30, 2015. The CEO will follow policy in acknowledging their time with the board.

### **Motion #24-15**

Moved by S. Forbes, seconded by L. Martin that the Sioux Lookout Public Library Board regretfully accepts the letters of resignation from Beth McKinlay and Lorinda Christie-Jacobson.  
CARRIED.

2. Members reviewed the Joint Automation Server Initiative (JASI), which the library has been a member of since 2006, new fee schedule for the next 5 year term.

**Motion #25-15**

Moved by L. Christie-Jacobson, seconded by D. Squires, that the Sioux Lookout Public Library will continue membership in the Ontario Library Service North (OLS-N) Joint Automation Server Initiative (JASI) for the full five year term, 2015-2019, and is committed to pay the membership fees for the same period.

CARRIED.

3. Members agreed to follow past practice when determining the library's 2015/2016 holiday season closure. The CEO will advise OLS-N of the approved dates.

**Motion 26-15**

Moved by L. Martin, seconded by J. Baum that the Sioux Lookout Public Library will be closed the following periods for the Christmas and New Year's holidays:

Christmas: Dec. 24, 25, 26, 27<sup>th</sup>, 2015, inclusive

New Year's: December 31<sup>st</sup>, 2015 and Jan. 1<sup>st</sup>, 2016, inclusive

CARRIED.

**FINANCIAL REPORT:**

The Statement of Disbursements for the month of April 2015 was reviewed.

**Motion #27-15**

Moved by D. Squires, seconded by S. Forbes that the Statement of Disbursements for the month of April 2015, in the amount of \$48,201.65, be approved.

CARRIED.

**BUSINESS ARISING FROM FINANCIAL REPORTS:**

1. The CEO will review the Travel and Training and Administration Contracts/Licenses line for the next meeting.

**COMMITTEE REPORTS:**

1. **Policy/Planning Committee**

No report.

2. **Finance/Personnel Committee**

The board chair advised that they are in the process of setting up the CEO Annual Review.

3. **Fundraising/Advocacy Committee**

No report.

**CHIEF LIBRARIAN'S REPORT:**

The Librarian's report was received.

**BUSINESS ARISING FROM THE LIBRARIAN'S REPORT:**

- 1. The CEO was directed to advise Marjatta Asu that, while they are willing to postpone training until the fall, they would appreciate a firm date in September.

**NEW BUSINESS:**

- 1. The CEO was directed to contact Ms. Friesen to advise that, as it would set a precedent, they are, regrettably, unable to provide a donation to the Bearskin Golf Classic.

Circulation and Internet use statistics were distributed and reviewed.

The next meeting of the board will be on Tuesday, June 23, 2015 at 5:30 p.m. in the Media Room of the library.

**Motion #28-15**

Moved by S. Forbes, seconded by J. Baum that we do now adjourn at 6:41 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

*Signed copy on file.*