

SIOUX LOOKOUT PUBLIC LIBRARY BOARD MINUTES

Approved: September 22, 2015

Date: June 23, 2015

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

Regrets: Members: C. Airlie and L. Martin

Absent: Members: J. Baum

Meeting Chaired by: J. Klein and called to order at 5:35 p.m.

Motion #29-15

Moved by L. Christie-Jacobson, seconded by D. Squires that the agenda of the June 23, 2015 meeting be approved.

CARRIED.

Conflict of interest: None

Motion #30-15

Moved by S. Forbes, seconded by L. Christie-Jacobson that the minutes of the May 26, 2015 meeting be approved as presented.

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

1. The CEO was directed to re-send the Strategic Plan Report to the board and request that they provide feedback as soon as possible. Work will continue on the plan over the summer.

CORRESPONDENCE:

The correspondence was reviewed.

BUSINESS ARISING FROM CORRESPONDENCE:

No actions required.

FINANCIAL REPORT:

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

Motion #31-15

Moved by D. Squires, seconded by S. Forbes that the Statement of Disbursements for the month of May, 2015, in the amount of \$41,190.09, be approved.

CARRIED.

BUSINESS ARISING FROM FINANCIAL REPORTS:

No actions required.

COMMITTEE REPORTS:

1. Policy/Planning Committee

Operational policy #B06 – Optical Disc Borrowing (DVDs) was reviewed by the board. When reviewing policy #B03 the CEO will look into combining the two policies.

Motion #32-15

Moved by L. Christie-Jacobson, seconded by D. Squires that the Sioux Lookout Public Library Board approves Policy #B06 as reviewed.

CARRIED.

2. Finance/Personnel Committee

J. Klein advised that the committee had completed the CEO Review and thanked her for her work. The committee agreed to look at alternative performance review options, including a 360 review, to ensure suitable review strategies were tested and in place in anticipation of the CEO's approaching retirement. The board requested the opportunity to review the performance review methods prior to adoption to ensure full support and fairness of the evaluation process.

The CEO thanked the committee for their kind words.

The library's 2015 operating budget was revised to reflect the amount that will be transferred from the municipality following council's passing of By-Law No. 48-15.

Motion #33-15

Moved by M. McCarl, seconded by D. Squires that the Sioux Lookout Public Library rescinds Motion #66-14 which approved the 2015 Operating Budget in the amount of \$414,393.

CARRIED.

Motion #34-15

Moved by D. Squires, seconded by L. Christie-Jacobson that the Sioux Lookout Public Library approves the 2015 Operating Budget in the amount of \$408,381.

CARRIED.

3. Fundraising/Advocacy Committee

No report.

CHIEF LIBRARIAN'S REPORT:

The Librarian's report was received.

BUSINESS ARISING FROM THE LIBRARIAN'S REPORT:

No actions required.

NEW BUSINESS:

1. The CEO was directed to circulate the titles of the books that will be used as the Grade 8 Awards.
2. The CEO was directed to circulate the updated listing of board members and committees.

Circulation and Internet use statistics were distributed and reviewed.

The next meeting of the board will be on Tuesday, September 22, 2015 at 5:30 p.m. in the Media Room of the library.

Motion #35-15

Moved by L. Christie-Jacobson, seconded by M. McCarl that we do now adjourn at 6:54 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

Signed copy on file.