

SIOUX LOOKOUT PUBLIC LIBRARY BOARD MINUTES

Approved – October 25, 2016

Date: October 6, 2016

Present: Members: J. Baum, J. Klein, R. Labossiere, and L. Martin
CEO/Chief Librarian: G. MacDonald
Assistant/Children's Librarian: M. Laverty.

Regrets: Members: S. Forbes and M. McCarl

Meeting Chaired by: J. Klein and called to order at 5:37 p.m.

Motion #42-16

Moved by L. Martin, seconded by R. Labossiere that the agenda of the October 6, 2016 meeting be approved.

CARRIED.

Conflict of interest: None

Motion #43-16

Moved by R. Labossiere, seconded by L. Martin that the minutes of the June 28, 2016 meeting be approved as presented.

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

1. The CEO advised that she has not yet met with the Treasurer to discuss the Management Reports but hopes to have done so before the next board meeting.

CORRESPONDENCE:

The correspondence was reviewed.

BUSINESS ARISING FROM CORRESPONDENCE:

1. The memo from A. Mitchell, CAO, Municipality of Sioux Lookout was moved to New Business.

FINANCIAL REPORT:

The Statement of Disbursements for the months of June, July and August 2016 were reviewed.

Motion #44-16

Moved by L. Martin, seconded by J. Baum that the Statement of Disbursements for the months of June, July and August 2016, in the amount of \$107,940.34, be approved.

CARRIED.

BUSINESS ARISING FROM FINANCIAL REPORTS:

No actions required.

COMMITTEE REPORTS:

1. Policy/Planning Committee

Governance policy A10 – Code of Conduct and Conflict of Interest and Human Resources policy C07 – Job Descriptions were reviewed by the board.

Motion #45-16

Moved by R. Lobossiere, seconded by J. Baum that the Sioux Lookout Public Library Board approves Policy A10 and C07 as reviewed.

CARRIED.

2. Finance/Personnel Committee

Approval of the 2015 Audited Statements was deferred to the next meeting in order for the board to have more time to review them. The CEO was directed to redo the 2017 draft operational budget to reflect library open hours as they were in 2015.

3. Fundraising/Advocacy Committee

R. Labossiere presented a handout outlining some possible advocacy campaigns to members asking they review it and consider sitting on the Advocacy Committee.

CHIEF LIBRARIAN'S REPORT:

The Librarian's report was received.

BUSINESS ARISING FROM THE LIBRARIAN'S REPORT:

No actions required.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Members reviewed the draft 2017 agreement for library services with the Local Services Board of Wabigoon.

Motion #46-16

Moved by J. Baum, seconded by L. Martin that the Sioux Lookout Public Library Board approves the 2017 Agreement for Library Service between the Sioux Lookout Public Library Board and the Local Services Board of Wabigoon.

CARRIED.

2. Members reviewed the draft Memorandum of Understanding as drawn up by A. Mitchell, CAO, Municipality of Sioux Lookout; however, some concern was expressed with regards to the content. As the memorandum will be between the Board and the Municipality the board felt

they would like to contribute to the document and requested the CEO and CAO work together to develop a MOU that would reflect not only both parties' best interests but ensure that we are working together in the best interests of the community and its citizens. The CEO advised that she had spoken with the CAO earlier that day and that it is hoped a meeting will be scheduled in the very near future to discuss this.

CIRCULATION REPORTS/CMR STATS

Circulation and Internet use statistics were distributed and reviewed. It was noted that the loss of open hours was impacting statistics.

The next board meeting will be on Tuesday, October 25, 2016 at 5:30 p.m. in the Media Room of the library.

Motion #47-16

Moved by L. Martin, seconded by R. Labossiere that the Sioux Lookout Public Library Board moves to In-Camera at 7:37 p.m.

CARRIED.

Motion #48-16

Moved by R. Labrossiere, seconded by J. Baum that the Sioux Lookout Public Library Board moves out of In-Camera at 7:51 p.m.

CARRIED.

REPORT OUT FROM IN-CAMERA SESSION:

The In-Camera session dealt exclusively with items as listed on the October 6, 2016 In-Camera agenda (notes). No votes were taken. Direction has been given to the CEO to advise the municipality of the resignation, effective immediately, of D.J. (Doug) Squires from the Sioux Lookout Public Library Board and to follow Policy C-11 to deal with the exit interview received.

Motion #49-16

Moved by L. Martin, seconded by J. Baum that we do now adjourn at 7:53 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

Signed copy on file.