

**SIOUX LOOKOUT PUBLIC LIBRARY BOARD MINUTES**

**APPROVED: November 24, 2015**

**Date: October 27, 2015**

Present:        Members: C. Airlie, S. Forbes, J. Klein, M. McCarl, L. Martin, and D. Squires  
CEO/Chief Librarian: Gwen (Wendy) MacDonald  
Assistant/Children's Librarian: Mike Laverty

Regrets:        Members: J. Baum

Meeting Chaired by: J. Klein and called to order at 5:32p.m.

**Motion #41-15**

Moved by C. Airlie, seconded by S. Forbes that the agenda of the October 27, 2015 meeting be approved as amended.

CARRIED.

Conflict of interest: None

**Motion #42-15**

Moved by S. Forbes, seconded by D. Squires that the minutes of the September 22, 2015 meeting be approved as presented.

CARRIED.

**BUSINESS ARISING FROM THE MINUTES:**

1. The CEO was directed to draft a memo to Ann Mitchell, CAO, Municipality of Sioux Lookout, to outline the board's concerns with how auditors are now noting library holdings as depreciable capital assets.

**CORRESPONDENCE:**

The correspondence was reviewed.

**BUSINESS ARISING FROM CORRESPONDENCE:**

1. In response to the request by the Federation of Ontario Public Libraries (FOPL) the CEO was directed to write the Honourable Michael Coteau, Minister, Ministry of Tourism, Culture and Sport advising of the board's concern with the sunseting of the public library eResource funding.

**FINANCIAL REPORT:**

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

**Motion #43-15**

Moved by C. Airlie, seconded by S. Forbes that the Statement of Disbursements for the month of September 2015, in the amount of \$33,838.47, be approved.

CARRIED.

**BUSINESS ARISING FROM FINANCIAL REPORTS:**

No actions required.

**COMMITTEE REPORTS:**

**1. Policy/Planning Committee**

Operational policy #B07 Wireless Network and Public Access Computer Use Policy and Operational policy #B09 Conduct in the Library were reviewed by the board.

**Motion #44-15**

Moved by D. Squires, seconded by S. Forbes that the Sioux Lookout Public Library Board approves Policies #B07 and #B09, as amended.

CARRIED.

**2. Finance/Personnel Committee**

No report.

**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 recommended that all existing and future board members review a Code of Conduct as part of the Library Board Members Orientation package. All current board members would be required to sign a revised Library Board Members Orientation package.

**Motion #45-15**

Moved by M. McCarl, seconded by S. Forbes that the Sioux Lookout Public Library Board adopts the Municipality of Sioux Lookout's Policy 1-4 Code of Conduct for Members of Municipal Council and Persons Appointed to Council Boards, Committees and Commissions as its Code of Conduct.

CARRIED.

Circulation and Internet use statistics were distributed and reviewed. D. Squires requested that material types with no circulation be removed from the report distributed to the board.

The next meeting of the board will be on Tuesday, November 24 at 5:30 p.m. In the Media Room of the library.

**Motion #46-15**

Moved by D. Squires, seconded by M. McCarl that we do now adjourn at 6:40 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

*Signed copy on file.*