

## SIoux LOOKOUT PUBLIC LIBRARY BOARD MINUTES

TO BE PRESENTED on December 17, 2019

Date: November 26, 2019

Present:        Members: J. Baum, J. Klein, R. Labossiere, L. Martin, B. Roberts, A. Saltel, and J. Timpson.  
CEO/Chief Librarian: M. Laverty

Regrets:        Members: D. Starratt.

Meeting Chaired by: J. Klein (acting Chair). Called to order at 5:35pm.

### **Motion #60-19**

Moved by J. Klein, seconded by L. Martin that the agenda of the November 26, 2019 meeting be approved.

CARRIED.

Conflict of interest: *None*

### **PRESENTATION(s):**

*None.*

### **MINUTES:**

Minutes from the October 23, 2019 meeting were reviewed.

### **Motion #61-19**

Moved by L. Martin, seconded by J. Klein that the minutes of the October 23, 2019 meeting be approved.

CARRIED.

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

No actions required.

### **CORRESPONDENCE:**

The correspondence was reviewed.

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

*None.*

### **FINANCIAL REPORT:**

The Statement of Disbursements for the month of October 2019 was reviewed.

**Motion #62-19**

Moved by J. Dawes, seconded by J. Timpson that the Statement of Disbursements for the month of October 2019 in the amount of \$26,690.35 be approved.

CARRIED.

**BUSINESS ARISING FROM FINANCIAL REPORT:**

No actions required.

**COMMITTEE REPORTS:**

1. **Finance/Personnel Committee.** Nothing to report.
2. **Fundraising/Advocacy Committee.** Members reviewed the progress made on the coloring book project.
3. **Policy/Planning Committee.** Members reported that they hoped to resume monthly policy meetings in January 2020.

**CEO's REPORT:**

The CEO's report was received.

**BUSINESS ARISING FROM THE CEO's REPORT:**

Nothing to report.

**OLD BUSINESS:**

1. **Strategic Planning.** The board directed the CEO to contact staff at OLSN to arrange another online strategic planning session.

**NEW BUSINESS:**

1. **Museum/Indigenous Knowledge Centre.** Board members discussed the possibility of drafting a letter to the CAO for the Municipality of Sioux Lookout to continue dialogue on this ongoing initiative.
2. **Report on the 2019 Audited Financial Statements (provided by Mitch Crown from Grant Thornton LPP).** J. Dawes agreed to review several years of audited financial statements for the library and prepare a list of questions for the auditor and the Municipal Treasurer.
3. **Christmas gifts for staff members.**

**Motion #63-19**

Moved by J. Dawes, seconded by J. Timpson that the Sioux Lookout Public Library Board approves that the CEO/Chief Librarian will distribute six (6) Christmas gifts of \$50.00 each for

two (2) full-time and four (4) part-time staff members and five (5) gifts at a cost of \$25 for two (2) student pages and three (3) casual staff members. Costs not to exceed \$425.00.

CARRIED.

**4. Renewing Partnership Agreement with the Near North Mobile Media Lab (Digital Creator North program)**

**Motion #64-19**

Moved by J. Dawes, seconded by J. Timpson that the Sioux Lookout Public Library Board agrees to renew their Partnership Agreement with the Near North Mobile Media Lab (Digital Creator North).

CARRIED.

**5. Policy Review Schedule.** Board members reviewed the Policy Review Schedule as presented by the CEO/Chief Librarian.

**CIRCULATION REPORTS/CMR STATS:**

Circulation and Internet use statistics were distributed and reviewed.

**DATE AND TIME OF NEXT MEETING:**

The next meeting of the Sioux Lookout Public Library Board will be Tuesday, December 17, 2019 at 5:30 p.m. in the Community Media Room of the library.

**Motion #65-19**

Moved by L. Martin, seconded by J. Klein that we do now adjourn at 7:27 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

*Signed copy on file.*