

SIOUX LOOKOUT PUBLIC LIBRARY BOARD MINUTES

PRESENTED on January 23, 2018

Date: December 19, 2017

Present: Members: J. Dawes, J. Klein, S. Forbes, R. Labossiere, A. Saltel
 CEO/Chief Librarian: M. Lavery
 Guest(s): None

Regrets: Members: J. Baum and L. Martin

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

Motion #58-17

Moved by A. Saltel, seconded by J. Dawes that the agenda of the December 19, 2017 meeting be approved.

CARRIED.

Conflict of interest: None

PRESENTATION:

None

MINUTES:

Motion #59-17

Moved by J. Dawes, seconded by A. Saltel that the minutes of the November 28, 2017 meeting be approved as amended.

BUSINESS ARISING FROM THE MINUTES:

No actions required.

CORRESPONDENCE:

Nothing to report.

BUSINESS ARISING FROM CORRESPONDENCE:

None

FINANCIAL REPORT:

The Statement of Disbursements for the month of November was reviewed.

Motion #60-17

Moved by A. Saltel, seconded by J. Dawes that the Statement of Disbursements for the month of November 2017 in the amount of \$33,868.46 be approved as amended.

CARRIED.

BUSINESS ARISING FROM FINANCIAL REPORTS:

No actions required.

COMMITTEE REPORTS:

1. **Finance/Personnel Committee**

Nothing to report.

2. **Fundraising/Advocacy Committee**

Nothing to report.

3. **Policy/Planning Committee**

Nothing to report.

CEO's REPORT:

The CEO's report was received.

BUSINESS ARISING FROM THE CEO's REPORT:

Nothing to report.

OLD BUSINESS:

1. Strategic Planning

NEW BUSINESS:

1. Review of Policies **A02 – Constitutions and By-Laws, C04 – Salaries and C07 – Job Descriptions.**

Motion #61-17

Moved by R. Labossiere, seconded by J. Dawes that the Sioux Lookout Public Library Board approves the changes made to Policy **C04 – Salaries.**

CARRIED.

Discussion of Policy A02 – Constition and By-Laws and C07 – Job Descriptions deferred to the January 2018 board meeting.

2. Signing authority for Assistant/Children's Librarian.

Discussion deferred to the January 2018 board meeting as signing authority cannot be granted until the Constition and Bylaws are amended.

3. Library Board Standing Committees

Board agrees that committees should be meeting regulary and that the Policy and Planning Committee needs to meet at least once a month and present their policy revisions to the entire board to make the process of revising policies more effective and efficient.

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, January 23, 2018 at 5:30 p.m. in the Community Media Room of the library.

Motion #62-17

Moved by S. Forbes, seconded by R. Labossiere that we do now adjourn at 7:00 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

Signed copy on file.