

SIOUX LOOKOUT PUBLIC LIBRARY BOARD MINUTES

APPROVED: January 19, 2016

Date: December 15, 2015

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

Regrets: Members: L. Martin.

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

Motion # 54-15

Moved by D. Squires, seconded by C. Airlie that the agenda of the December 15, 2015 meeting be approved.

CARRIED.

Conflict of interest: None

Motion # 55-15

Moved by C. Airlie, seconded by D. Squires that the minutes of the November 24, 2015 meeting be approved as presented.

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

1. To augment board training J. Klein will review and bring to the January meeting a webinar for the board to view and, as part of the total review process, members were asked to consider the feasibility of revising the meeting agenda to move committee reports, unless immediate action is required, from a monthly to a quarterly basis.

CORRESPONDENCE:

The correspondence was reviewed.

BUSINESS ARISING FROM CORRESPONDENCE:

1. Robert Labossiere's application to become a board member.

Motion #56-15

Moved by C. Airlie, seconded by J. Baum that the Sioux Lookout Public Library Board recommends to Council the appointment of Robert Labossiere as a citizen representative on the Library Board.

CARRIED.

FINANCIAL REPORT:

The Statement of Disbursements for the month of November 2015 were reviewed.

Motion #57-15

Moved by D. Squires, seconded by J. Baum that the Statement of Disbursements for the month of November 2015 in the amount of \$33,602.08 be approved.

CARRIED.

BUSINESS ARISING FROM FINANCIAL REPORTS:

No actions required.

COMMITTEE REPORTS:

1. **Policy/Planning Committee**
No report.

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:

1. The board moved into closed session to discuss personal matters about an identifiable individual.

Motion #58-15

Moved by S. Forbes, seconded by D. Squires that the Sioux Lookout Public Library Board moves to In-Camera at 6:31pm.

CARRIED.

Motion #59-15

Moved by S. Forbes, seconded by C. Airlie that the Sioux Lookout Public Library Board moves out of In-Camera at 6:48pm.

CARRIED.

2. The CEO was directed to bring the Municipality of Sioux Lookout's HR policies to the Policy Committee for discussion and consideration of adoption by the board.

OLD BUSINESS

Discussion of strategic planning.

1. Members briefly discussed the current position of the strategic planning process.

NEW BUSINESS:

1. Staff Christmas gifts.

Motion #60-15

Moved by J. Baum, seconded by M. McCarl that the Sioux Lookout Public Library Board approves the CEO/Chief Librarian to purchase gift certificates in the amount of \$50.00 for each adult staff member. Cost not to exceed \$300.00.

CARRIED.

2. Adding Municipal Treasurer, Christy McIntomney as a signing authority.

Motion #61-15

Moved by D. Squires, seconded by M. McCarl that the Sioux Lookout Public Library Board approves Christy McIntomney, Treasurer, Municipality of Sioux Lookout as a signing authority on library cheques.

CARRIED.

CIRCULATION REPORTS

Circulation and Internet use statistics were distributed and reviewed.

The next meeting of the board will be on Tuesday, January 26 at 5:30p.m.

Motion #62-15

Moved by D. Squires, seconded by C. Airlie that we do now adjourn at 6:53pm.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

Signed copy on file.