

SIOUX LOOKOUT PUBLIC LIBRARY BOARD MINUTES

TO BE PRESENTED on June 23, 2020

Date: June 2, 2020

Present: *Members:* J. Klein, R. Labossiere, L. Martin, D. Starratt, B. Roberts, and J. Timpson.
CEO/Chief Librarian: M. Laverty

Regrets: *Members:* J. Baum, C. Cecchetto, and A. Saltel.

Meeting chaired by R. Labossiere and called to order at 5:39pm.

Motion #29-20

Moved by L. Martin, seconded by B. Roberts that the agenda of the June 2, 2020 board be approved as presented.

CARRIED.

Conflict of interest: *None*

PRESENTATION(s):

None.

MINUTES:

Minutes from the April 28, 2020 meeting were reviewed.

BUSINESS ARISING FROM THE MINUTES:

Approval of these minutes was deferred to the June 23, 2020 board meeting.

CORRESPONDENCE:

The correspondence was reviewed.

BUSINESS ARISING FROM CORRESPONDENCE:

Board directed the CEO to follow-up on the letter addressed to library volunteers and the proposed OLSN-SOLS amalgamation at the June 23, 2020 board meeting.

FINANCIAL REPORT:

The Statement of Disbursements for the month of April 2020 was reviewed.

Motion #30-20

Moved by D. Starratt, seconded by L. Martin that the Statement of Disbursements for the month of April 2020 in the amount of \$22,834.28 be approved.

CARRIED.

BUSINESS ARISING FROM FINANCIAL REPORT:

No actions required.

COMMITTEE REPORTS:

1. **Finance/Personnel Committee.** Members reported that a performance appraisal with the CEO had been scheduled for June 19, 2020. Board members and the CEO are to complete the same ranking document to be compiled by the committee.
2. **Fundraising/Advocacy Committee.** Nothing to report.
3. **Policy/Planning Committee.** Members are waiting for the CEO to forward a new version of the Volunteer policy before it can be shared with the entire board.

CEO's REPORT:

The CEO's report was received.

BUSINESS ARISING FROM THE CEO's REPORT:

Nothing to report.

OLD BUSINESS:

1. Strategic Planning.

In advance of the board meeting, R. Labossiere shared a draft in progress of the Strategic Plan. A strategic planning meeting was scheduled for June 29.

2. Annual Reports.

The CEO reported that the local publisher who had originally been contacted to create an annual report for the library had not produced a first draft. R. Labossiere suggested that he could review the documentation (text, images, layout concept, etc.) and try to move the design process along. The CEO was to forward him all the necessary information.

NEW BUSINESS:

1. Library operations during the closure.

The CEO reported the library staff contingent had been reduced to 2 full-time staff and 2 part-time staff (working approximately 20 hours/week).

2. Live-streaming events.

The CEO reported that the library live-streamed a Sioux Pride event in front of the Municipal building. Board members agreed that providing this service could be a valuable part of the library's outreach but should be approached with caution.

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, June 23 2020 at 5:30 p.m. in the Community Media Room of the library.

Motion #31-20

Moved by J. Klein, seconded by B. Roberts that we do now adjourn at 7:28 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

Signed copy on file.