

TRAIL AND DISTRICT PUBLIC LIBRARY BOARD

Minutes

Regular Open Meeting

By Video Conference

Wednesday, June 17, 2020

PRESENT: Jeff Jones, Chair
Joanne Beetstra, Vice Chair
Gilbert Champagne
Colleen Jones Council Representative
Win Mott
Elizabeth Thorburn
Maureen Weddell
Samantha Murphy, Library Director

REGRETS: Lorne Swayze

CALL TO ORDER:

Chair J. Jones called the meeting to order at 3:04 p.m.

ACKNOWLEDGEMENT OF VISITORS

Ashley Ruggerio from Grant Thornton was welcomed to the Meeting.

ADOPTION OF AGENDA

New Item 6 was added – Auditors Report

Moved by G. Champagne, seconded by J. Beetstra AND RESOLVED THAT:

The Agenda for the June 17 meeting be adopted as amended.

ADOPTION OF MINUTES

The word “now” was added to the KLF Report by J. Beetstra.

Moved by G. Champagne, seconded by C. Jones AND RESOLVED THAT:

The Minutes for the Regular Open June 17, 2020 Minutes be adopted as amended.

AUDITOR’S REPORT

The Auditor’s Report was presented by Ashley Ruggerio.

Moved by G. Champagne, seconded by W. Mott AND RESOLVED THAT:

The 2019 Auditor’s Report be received.

LIBRARY DIRECTOR'S UPDATES

S. Murphy a summary of programming that has ensued in the past month.

She reviewed the stages of reopening and making facilities available, in alignment with the Riverfront Centre Plan.

S. Murphy reviewed the safety plan in place, and also the elements of the orientation in which all staff members participated as they returned to work.

Moved by G. Champagne, seconded by C. Jones AND RESOLVED THAT:

The safety plan as presented be received.

CORRESPONDENCE

Moved by J. Beetstra, seconded by W. Mott AND RESOLVED THAT:

Correspondence as listed on the Agenda be received.

TRUSTEE ORIENTATION AND DEVELOPMENT

By consensus the Board agreed to complete the survey of background and expertise introduced by J. Beetstra. Director Murphy will circulate the survey via Survey Monkey.

TRUSTEE ORIENTATION

J. Jones will follow-up with the Village of Warfield regarding the recruitment of a new Board Member.

COMMITTEE REPORTS

Finance

Moved by M. Weddell, seconded by G. Champagne AND RESOLVED THAT:

The Financial Statements for the period ending May 31, 2020 be received.

Policy

Moved by W. Mott, seconded by E. Thorburn AND RESOLVED THAT:

The Policy Committee be renamed to Governance Committee.

Moved by C. Jones, seconded by G. Champagne AND RESOLVED THAT:

The proposed Policy Committee terms of reference will be amended to reflect the new name and amended responsibilities of the Committee, as well as any feedback received via survey monkey from the Board.

The Trail and District Public Library and Designated shared spaces final draft was circulated to Board members.

KLF

A discussion was held regarding the KLF "Speak Up For Public Libraries" advocacy campaign. The Board agreed by consensus that we will forward a letter of support using the template provided.

Personnel

The Board agreed that the Annual Evaluation Process for the Library Director should include input from staff members and that the Committee could move forward gathering data for the evaluation.

SUMMER BOARD MEETINGS

By consensus the Board agreed to reserve a regular meeting schedule for the summer months, given the unusual events of the 2020 year.

ADJOURNMENT

Moved by G. Champagne that the meeting adjourn at 4:24.

A handwritten signature in black ink, appearing to be 'G. Champagne', written in a cursive style.