



Dryden Public Library Board

MINUTES OF THE REGULAR MEETING Held on April 19, 2022 via ZOOM.

Present	Matthew Benson (Chair) Shayne MacKinnon (Council Rep) (left at 6pm) Shirley Cole Susan Reany-Iskra Caroline Goulding (Library CEO)
Regrets	Angie Barton Suzanne Lockyer Patricia Wilson
Guests	None

1.0	Call to Order & Land Acknowledgement	The meeting was called to order by the Chair at 4:59 pm.	
2.0	Approval of the Agenda	Motion 22-26 THAT the Dryden Public Library Board approve the agenda as presented. Moved by S MacKinnon; seconded by S Reany-Iskra. APPROVED.	
3.0	Declaration of Conflict of Interest	None declared.	
4.0	Delegations	None presented.	
5.0	Adoption of the minutes	5.1 March 21, 2022 Motion 22-27 THAT the Dryden Public Library Board approve the minutes of the previous meeting March 21, 2022 as presented. Moved by S MacKinnon; seconded by S Cole. APPROVED.	
6.0	Business Arising from the Minutes	None	
7.0	Reports	7.1 CEO Reports	

		<ul style="list-style-type: none"> ○ See attached ○ The Older Adult Working Group was discussed. It features members from a variety of service providers. <p>7.2 Statistical Reports</p> <ul style="list-style-type: none"> ○ See attached <p>7.3 Financial Report</p> <ul style="list-style-type: none"> ○ C Goulding will ask the City about the Salaries and Benefits lines ○ The higher donations come from a number of donations that were made towards the Dolly Parton Imagination Library <p>7.4 Health and Safety Reports</p> <ul style="list-style-type: none"> ○ See attached <p>7.5 2022 Work Plan</p> <ul style="list-style-type: none"> ● The Dryden Observer project will be added to the Action Plan ● The workplan will only be reported on quarterly. The next report will occur in June <p>Motion 22-28 THAT the Dryden Public Library Board receive the following reports: CEO Report – April 2022 Statistical Report to March 31, 2022 Financial Statements to March 31, 2022 and April 22, 2022 Health and Safety Report – March 2022 Moved by S Reany-Iskra; seconded by S Cole. APPROVED.</p>	<p>ACTION: C Goulding to ask the City about the salaries and benefits lines</p> <p>ACTION: C Goulding will add the digitization project to the Action Plan</p>
8.0	Decision Items	<p>8.1 Policy Approvals</p> <p>The Board reviewed the proposed policy changes.</p> <p>Motion 22-29 THAT the Dryden Public Library Board approve Policy documents HR-01 and OP-11 as presented:</p> <ul style="list-style-type: none"> ● HR-01 Human Resource Management ● OP-11 Facility Use and Meeting Room Rental <p>Moved by S MacKinnon; seconded by S Cole APPROVED.</p>	<p>ACTION: OP-19 will be included within the May agenda package.</p>

		<p>OP-20 Sponsorships was discussed at length and will be voted on at the May meeting. It will be combined with OP-19 Donations and Gifts. The Board decided to remove Board approvals for sponsorships over \$5,000. C Goulding will reach out to the Ontario Library Service regarding written agreements for sponsorships.</p> <p>8.2 Library Board Member Job Description</p> <p>MOTION 22-30 THAT the Dryden Public Library Board approve the Library Board Member Job Description documents as presented. Moved by S Reany-Iskra; seconded by S MacKinnon. APPROVED.</p> <p>8.3 Overdues Report</p> <p>The report was reviewed and it will be updated with May figures for that Board meeting.</p>	<p>ACTION: C Goulding will reach out to OLS regarding formal sponsorship agreements</p> <p>ACTION: M Benson will contact City Clerk, Allyson Euler regarding eligibility of Migisi Sahgaigan residents to be Board members</p>
9.0	Discussion Items	<p>9.1 Strategic Plan Progress</p> <p>A verbal update was given regarding the Strategic Plan. The Committee has decided on four pillars: Accessibility, Social Inclusion, Resilience/COVID Recovery, and Advocacy & Communication. A draft Strategic Plan will be available for Board review at the May Board meeting.</p> <p>9.2 FN-01 Mission Statement and Tagline Review</p> <p>The Board reviewed the policy and the possible alternatives. Initially, the Board prefers a version that is shorter than the previous one but that captures the same sentiment.</p> <p>9.3 Staffing Update [In Camera]</p> <p>No in-camera session was held, as the update had been provided via email.</p>	

10.0	Information Items	10.1 May Policy Review	
12.0	Other Business/Questions	None	
13.0	Next Meeting	Monday, May 16 at 5:00 pm via Zoom	
14.0	Adjournment	Motion 22-31 THAT the Dryden Public Library Board adjourn at 6:11pm. Moved by S Cole. APPROVED.	