



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
Held on June 26, 2019 at the Dryden Public Library.

Present	Matthew Benson Angie Barton Shirley Cole Dayna DeBenedet (Library CEO)
Regrets	Suzanne Lockyer Shayne MacKinnon (Council Representative)

1.0	Call to Order	The meeting was called to order by the Chair at 5:03 pm.	
2.0	Approval of the Agenda	Motion 19 – 21 THAT the Dryden Public Library Board approve the agenda as presented. Moved by A Barton; seconded by M Benson. APPROVED.	
3.0	Declaration of Conflict of Interest	None declared.	
4.0	Delegations	None present.	
5.0	Adoption of the minutes	5.1 May 22, 2019 Motion 19-22 THAT the Dryden Public Library Board approve the minutes of the previous meeting, May 22, 2019 as presented. Moved by S Cole; seconded by M Benson. APPROVED.	
6.0	Business Arising from the Minutes	6.1 Exam Invigilation Policy	

		D DeBenedet is developing the new policy and will submit the addition of the invigilation fee for the City of Dryden’s annual Fees Schedule, which is approved by Council. The effective date for the new policy will be January 1, 2020.	
7.0	Reports	<p>7.1 CEO Reports</p> <ul style="list-style-type: none"> ○ See attached <p>7.2 Statistical Reports</p> <ul style="list-style-type: none"> ○ See attached <p>7.3 Financial Reports</p> <ul style="list-style-type: none"> ○ See attached <p>7.4 Health and Safety Reports</p> <ul style="list-style-type: none"> ○ See attached <p>Motion 19-23 THAT the Dryden Public Library Board receive the following reports: CEO Report – June 2019 Statistical Report to May 31, 2019 Financial Statements to May 31, 2019 Health and Safety Report – June 2019 Moved by A Barton; seconded by S Cole. APPROVED.</p>	
8.0	Decision Items	<p>8.1 Policy Review – HR-05 Working Alone</p> <p>Motion 19-24 THAT the Dryden Public Library approve the proposed amendments to the policy HR-05 Working Alone. Moved byM Benson; seconded by A Barton. APPROVED</p> <p>8.2 Policy Review – FN-01 Mission Statement and Tagline</p> <p>No changes were suggested at this time. D DeBenedet recommended revisiting this policy during the strategic planning process.</p>	

		<p>Motion 19-25 THAT the Dryden Public Library approve the policy FN-01 Mission Statement and Tagline as presented. Moved by S Cole; seconded by A Barton. APPROVED</p> <p>8.3 Policy Review – OP-05 Canada’s Anti-Spam Legislation</p> <p>No changes were suggested at this time.</p> <p>Motion 19-26 THAT the Dryden Public Library approve the policy OP-16 Social Media as presented. Moved by A Barton; seconded by S Cole. APPROVED</p>	
9.0	Discussion Items	<p>9.1 Friends of the Library Update</p> <p>D DeBenedet provided an update on the recent Friends of the Library meeting and the upcoming book sale. Friends members have been volunteering at the library to sort and weed books for the book sale. Friends will be onsite during the sale and will manage all of the organization and sales. The proceeds of the book sale will go to establish the Friends of the Library bank account.</p> <p>9.2 Grant and Funding Updates</p> <p>D DeBenedet provided an update on the status of grant applications. The Library has received a cheque from the City of Dryden on behalf of the Moffat Family Fund. Staff will begin developing STEM kits over the summer months, and a portion of the grant will support Summer Reading Club programming. The Library has also received funding from Domtar for our Summer Reading Club Launch BBQ and Science North visit (\$1500), and from the Dryden Rotary Club to support the shelving fund (\$10,000). Staff have also completed two funding applications that would support programming and collections for Seniors.</p> <p>9.3 Library Board Training with OLS-North</p>	

		<p>D DeBenedet notified the Board that the date for training with OLS-North is October 4, 2019 at 5:00 pm.</p> <p>9.4 Strategic Planning Timeline</p> <p>Board members discussed a tentative timeline for beginning work on a new strategic plan. D DeBenedet suggested that the board could begin working on some exercises from OLS-North in October/November and then in the New Year launch the community survey. D DeBenedet will consult with OLS-North about their recommended process and any exercises/handouts they provide.</p>	
10.0	In-Camera Session	<p>10.1 Staffing Update</p> <p>Motion 19-27 THAT the Dryden Public Library Board move to an in camera session at 5:48 pm. Moved by A Barton; seconded by M Benson. APPROVED.</p> <p>The Dryden Public Library Board moved to an in-camera session for discussion involving identifiable individuals.</p> <p>The open session resumed at 5:57 pm.</p>	
11.0	Other Business/Questions	None presented.	
12.0	Next Meeting	TBD	
13.0	Adjournment	Motion 19 – 28 THAT the Dryden Public Library Board adjourn at 6:00 pm. Moved by A Barton. CARRIED.	