



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on March 16, 2020 at the Dryden Public Library.

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

1.0	Call to Order	The meeting was called to order by the Chair at 3:02 pm.	
2.0	Approval of the Agenda	Motion 20-01 THAT the Dryden Public Library Board approve the agenda as presented. Moved by S MacKinnon; seconded by S Cole. APPROVED.	
3.0	Declaration of Conflict of Interest	None declared.	
4.0	Delegations	None presented.	
5.0	Adoption of the minutes	5.1 December 2, 2019 Motion 20-02 THAT the Dryden Public Library Board approve the minutes of the previous meeting, December 2, 2019 as presented. Moved by C Goulding; seconded by S MacKinnon. APPROVED.	
6.0	Business Arising from the Minutes	6.1 Strategic Planning Letter M Benson informed the Board that he had received a response from his letter to the Friends of the Library regarding their participation on	

		<p>the Strategic Planning Committee. Susan Reany-Iskra will represent the Friends, Sarah McKenzie from the Ministry will also take part, and both Jayme and Tina will provide input from the Library staff.</p>	
7.0	Reports	<p>7.1 CEO Reports <ul style="list-style-type: none"> ○ See attached 7.2 Statistical Reports <ul style="list-style-type: none"> ○ See attached 7.3 Financial Reports <ul style="list-style-type: none"> ○ See attached 7.4 Health and Safety Reports <ul style="list-style-type: none"> ○ See attached 7.5 OLA Super Conference Report</p> <p>Board members discussed several aspects of the Health and Safety Report, including the presence of Naloxone in the Library and the implementation of Security Cameras in the Library.</p> <p>C Goulding raised concerns around the use of Naloxone as PPE for staff, as drug use and the presence of sharps is a known hazard in the Library.</p> <p>D DeBenedet informed the board that notices had been posted regarding the cameras, and that she was in the process of following up with the City of Dryden regarding policy development.</p> <p>Board members suggested that an additional meeting with City of Dryden CAO Roger Nesbitt, Fire Chief Rob Grimwood and Health and Safety Co-Ordinator Liz Godin should be scheduled so that board members can discuss concerns related to Library safety.</p> <p>Motion 20-03 THAT the Dryden Public Library Board receive the following reports: CEO Report – March 2020 Statistical Report to February 29, 2020</p>	<p>ACTION: D DeBenedet and M Benson will coordinate a meeting with City staff.</p>

		<p>Financial Statements to February 29, 2020 Health and Safety Report – March 2020 OLA Super Conference Report Moved by S MacKinnon; seconded by S Cole. APPROVED.</p>	
8.0	Decision Items	<p>8.1 Business Continuity Planning re: COVID-19 D DeBenedet provided an update to the board regarding the closure of the Library. The plan moving forward is for Library staff to continue working in the closed Library on weeding projects and other initiatives. The Library is currently scheduled to be closed un April 6, 2020 – however that may be extended depending on the direction of the province and municipal governments.</p> <p>The Board passed the following motion approving the closure of the Library.</p> <p>Motion 20-04 THAT the Dryden Public Library Board approve the closure of the Library from March 16, 2020 through April 6, 2020, with the possibility of extension, in response to COVID-19. Moved by S Cole; seconded by C Goulding. APPROVED.</p> <p>The Library Board discussed the process for extending the Library closure, and for making future staffing decisions. S MacKinnon proposed a motion to authorize the CEO to make those decisions without having to call a special meeting of the Board.</p> <p>Motion 20-05 THAT the Dryden Public Library Board authorize the CEO, or CEO’s designate, to make decisions in regard to closures and personnel issues on behalf of the board until May 15, 2020, and the board further authorized the CEO to approve the use of funds to enable those closures and directives. Moved by S MacKinnon; seconded by C Goulding. APPROVED.</p>	
9.0	Discussion Items	<p>9.1 Strategic Planning Update D DeBenedet advised that the timeline for our strategic planning session are up in the air, due to the current COVID-19 situation. She</p>	

		<p>will maintain contact with OLS-North and keep the board updated on the status of future planning meetings.</p> <p>9.2 CEO Performance Measures and Goals M Benson provided an update on the development of the 2020 CEO Performance Measures and Goals. He met with City of Dryden HR Manager Jennifer Peekhaus to go over the PGM document and understand how each of the pieces in intended to be used. M Benson will provide ongoing updates on the Performance Goals and Measures throughout the year.</p> <p>9.3 Board Performance Review M Benson provided the board with information regarding a Board Performance Review. Information on the review process is available through Leadership by Design from the Ontario Library Board's Association. He suggested that the Library Board should review this information at an upcoming meeting and undertake a review process.</p> <p>9.4 OLS-North Merger Library Board members discussed information received from OLS-North and SOLS indicating that they are in the process of investigating merging their two services. As it stands their plans include maintaining their respective offices in Sudbury and the GTA, but it would likely change their service model.</p> <p>A merger committee composed of board members and the CEOs from each organization has been formed to investigate the feasibility of a merger.</p> <p>Several concerns were raised about the possible merger, including whether there would be adequate consultation with small and rural libraries, and whether the merger committee was representative of Northern Libraries, considering both OLS-North Board representatives are from the same urban library.</p>	
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10.0	Information Items	None presented.	
11.0	Other Business/Questions	None presented.	
12.0	Next Meeting	Monday, April 20, 2020 at 5:00 pm	
13.0	Adjournment	Motion 20-06 THAT the Dryden Public Library Board adjourn at 4:33 pm. Moved by S MacKinnon. CARRIED.	