



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on November 16, 2020 via ZOOM.

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

1.0	Call to Order	The meeting was called to order by the Chair at 5:08 pm.	
2.0	Approval of the Agenda	Motion 20-41 THAT the Dryden Public Library Board approve the agenda as presented. Moved by S Cole; seconded by C Goulding. APPROVED.	
3.0	Declaration of Conflict of Interest	None declared.	
4.0	Delegations	None presented.	
5.0	Adoption of the minutes	5.1 October 26, 2020 Motion 20-42 THAT the Dryden Public Library Board approve the minutes of the previous meeting October 26, 2020 as presented. Moved by C Goulding; seconded by S Cole. APPROVED.	
6.0	Business Arising from the Minutes	6.1 Shelving Installation D DeBenedet informed the Board that the shelving installation was complete and that other than a few small pieces that needed to be sent by Ven-Rez, the project has been completed successfully. D	

		<p>DeBenedet acknowledged the hard work of the Library staff, volunteers and contractors in completing the installation smoothly.</p> <p>6.2 Board Self-Evaluation</p> <p>M Benson reminded Board Members that the Board Self-Evaluation would be distributed electronically as a Google Form after this meeting, and asked board members to complete the evaluation by November 23.</p>	
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>D DeBenedet reviewed monthly reports with the board.</p> <p>Motion 20-42 THAT the Dryden Public Library Board receive the following reports: CEO Report – November 2020 Statistical Report to October 31, 2020 Financial Statements to October 31, 2020 Health and Safety Report – November 2020 Moved by A Barton; seconded by S Cole. APPROVED.</p>	
8.0	Decision Items	<p>8.1 Policy Review – Workplace Violence Policy</p> <p>Board members reviewed the Workplace Violence Policy. C Goulding recommended wording changes around the code of conduct, and the requirements for review. D DeBenedet will make changes and circulate the policy for approval in January.</p>	

<p>9.0</p>	<p>Discussion Items</p>	<p>9.1 Updated 2021 Draft Operating Budget – Presentation to Council</p> <p>M Benson informed the Board that he would be presenting to council on Monday, November 23, on the topic of the 2021 budget. The Finance Committee had requested a presentation from the Board Chair to discuss differences between the 2020 and 2021 Budget requests.</p> <p>Board members reviewed the differences, and it was noted that the increase between 2020 and 2021 was largely due to savings realized in 2020 due to an employee leave of absence.</p> <p>9.2 Video Surveillance Policy</p> <p>D DeBenedet circulated the Video Surveillance Policy for review at the January Board Meeting. Board members requested that D DeBenedet share the policy with the City of Dryden IT Manager and share any feedback received.</p> <p>Board members also discussed some of the language and terminology used in the policy and suggested some updates. D DeBenedet will revise the policy and distribute it in December.</p> <p>9.3 Friends of the Library Update</p> <p>D DeBenedet provided an update on the activities of the Friends of the Library, including their upcoming Book Sale. The Friends will be selling pre-packaged bundles of books through a curbside pick-up model on Saturday, November 28. The cost for a bundle of books will be \$5.00. The bundles will be themed by genre.</p> <p>9.4 OLS Amalgamation</p> <p>D DeBenedet and M Benson spoke about the virtual meetings they attended about the OLS Amalgamation.</p>	
------------	--------------------------------	--	--

		<p>D DeBenedet raised concerns about the structure of the OLS Board, and the fact that it did not have any seats that were regionally assigned, and that therefore there was no guarantee of Northern representation on the Board.</p> <p>D DeBenedet indicated that there was a meeting schedule among the CEOs of Northwestern Ontario Libraries, where this topic would be discussed.</p>	
10.0	Information Items	<p>10.1 OLBA Updates</p> <p>C Goulding provided an update on OLBA activities. She indicated that Joan Duke's position as the Northwestern Representative has been extended by one year. Caroline also indicated that she would be assuming the role of OLBA President in the New Year.</p>	
12.0	Other Business/Questions	None presented.	
13.0	Next Meeting	Monday, January 18, 2021 at 5:00 pm.	
14.0	Adjournment	Motion 20-43 THAT the Dryden Public Library Board adjourn at 6:05 pm. Moved by A Barton. CARRIED.	