



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on January 18, 2021 via ZOOM.

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

1.0	Call to Order	The meeting was called to order by the Chair at 5:00 pm.	
2.0	Approval of the Agenda	Motion 21-01 THAT the Dryden Public Library Board approve the agenda as presented. Moved by S MacKinnon; seconded by A Barton. APPROVED.	
3.0	Declaration of Conflict of Interest	None declared.	
4.0	Delegations	None presented.	
5.0	Adoption of the minutes	5.1 November 16, 2020 Motion 21-02 THAT the Dryden Public Library Board approve the minutes of the previous meeting November 16, 2020 as presented. Moved by S Cole; seconded by C Goulding. APPROVED.	
6.0	Business Arising from the Minutes	None presented.	
7.0	Reports	7.1 CEO Reports ○ 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 21-03 THAT the Dryden Public Library Board receive the following reports: CEO Report – January 2021 Statistical Report to December 31, 2020 Financial Statements to December 31, 2020 Health and Safety Report – January 2021 Moved by S Lockyer; seconded by S Cole. APPROVED.</p>	
8.0	Decision Items	<p>8.1 Policy Review – Workplace Violence Policy</p> <p>Board members reviewed the policy, no new changes were suggested.</p> <p>Motion 21-04 THAT the Dryden Public Library Board approve the policy HR-04 Discrimination, Harassment, and Prevention of Workplace Violence as presented. Moved by S MacKinnon; seconded by A Barton.</p> <p>8.2 Policy Review – Video Surveillance</p> <p>Board members reviewed the policy. Minor grammatical changes were made that did not impact the content of the policy.</p> <p>Motion 21 – 05 THAT the Dryden Public Library Board approve the policy OP-24 Use of Video Surveillance Systems as presented. Moved by C Goulding; seconded by S MacKinnon.</p>	

<p>9.0</p>	<p>Discussion Items</p>	<p>9.1 Board Self-Evaluation</p> <p>M Benson led a discussion of feedback that was shared about the Board Evaluation results.</p> <p>Board members discussed the policy development process, which was highlighted as an area for improvement in the evaluation. Policy review will now be a standing item on the agenda, and D DeBenedet will include a set of policies for the next month’s meeting with the Board Package. Board members are asked to review the policies and submit suggestions by email.</p> <p>Board members also discussed restarting the Strategic Planning Process and setting a timeline for planning.</p> <p>9.2 Board Engagement/Advocacy</p> <p>In response to some questions raised during the Board Evaluation C Goulding presented the Board with information regarding the Library Board’s advocacy role.</p> <p>C Goulding reviewed the Library Board’s Advocacy Policy and discussed the importance of building relationships with Council and Community Partners. She also introduced several resources, including the OLBA/OLS Governance Hub.</p> <p>C Goulding recommended that the board set some advocacy goals or targets for the year. M Benson suggested adding this to the agenda for the next meeting.</p> <p>9.3 ROMA Delegation re: Library Funding</p> <p>The Library Board discussed the City of Dryden’s planned delegation with the Minister of Heritage, Sport, Tourism and Culture Industries. This presentation will discuss library funding, as well as proposed</p>	<p>ACTION: D DeBenedet will share the resources discussed with Board Members by email.</p>
------------	--------------------------------	---	---

		<p>changes to the Public Libraries Act. D DeBenedet explained the background on the request.</p> <p>Library Board members discussed the City’s proposed changes to the Public Libraries Act, including changes to the governance role of the Library Board, and changes to the restrictions on when/how fees can be charged. Board members raised some concerns about these suggestions and their impact potential impact on the public library and its patrons.</p> <p>M Benson will follow-up with the CAO after ROMA to request information on the outcome of the meeting.</p> <p>9.4 Provincial Stay-at-Home Order</p> <p>D DeBenedet provided an update on the Library’s current operations during the Provincial Stay-at-Home Order. The Library is permitted to offer curbside service under the order, so staff have been working in the Library providing that service.</p>	<p>ACTION: M Benson will follow up with the CAO re: ROMA Delegation</p>
10.0	Information Items	<p>10.1 OLBA Updates</p> <p>C Goulding provided an update on the OLBA elections. She will be assuming the position of president for a one-year term beginning at the end of January.</p> <p>10.2 OLA Conference Participation</p> <p>D DeBenedet will send out information on how Board Members can attend virtual sessions of the Ontario Library Association Conference.</p> <p>10.3 February Policy Review</p>	

		<p>D DeBenedet distributed copies of the Circulation Policy and the Reference Services Policy for review.</p> <p>10.4 City of Dryden Land Acknowledgement Statement</p> <p>D DeBenedet informed Board Members that the City of Dryden had adopted a Land Acknowledgement Statement and reminded them that the Library also has a statement that can be used. S MacKinnon asked about whether the library has a policy that outlines how we will use this statement.</p>	<p>ACTION: D DeBenedet will share a copy of the Library's Respect and Acknowledgement Declaration Policy with all Board members.</p>
12.0	Other Business/Questions	<p>M Benson raised the following points:</p> <ul style="list-style-type: none"> • The Board should be aware during the budgeting process to look at both the line by line budget, as well as the overall percentage of increase between annual budgets. • M Benson asked whether any board members would be interested in taking part in the CEO Evaluation. A Barton volunteered, and any other interested board members are asked to contact him by email. • Requested that we revisit the Strategic Planning process and timeline at our February meeting. 	
13.0	Next Meeting	Tuesday, February 16, 2021 at 5:00 pm (due to the Family Day holiday).	
14.0	Adjournment	Motion 21-06 THAT the Dryden Public Library Board adjourn at 6:31 pm. Moved by C Goulding. CARRIED.	