



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
Held on March 15, 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 & Land Acknowledgement	The meeting was called to order by the Chair at 5:02 pm.	
2.0	Approval of the Agenda	S MacKinnon requested the addition of 11.1 Vaccine Volunteers. Motion 21-13 THAT the Dryden Public Library Board approve the agenda as amended. Moved by A Barton; 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 February 16, 2021 Motion 21-14 THAT the Dryden Public Library Board approve the minutes of the previous meeting February 16, 2021 as presented. Moved by S Cole; seconded by S Lockyer. APPROVED.	
6.0	Business Arising from the Minutes	D DeBenedet indicated to the Board that although the Advocacy Policy was circulated after the last meeting, as requested, that it has	

		not been updated and will not be on the agenda for the April meeting.	
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 Health and Safety Reports</p> <ul style="list-style-type: none"> ○ See attached <p>D DeBenedet reviewed monthly reports with the board. The Financial Report was delayed and will be circulated when received and reviewed at the April meeting.</p> <p>Motion 21-15 THAT the Dryden Public Library Board receive the following reports: CEO Report – March 2021 Statistical Report to February 28, 2021 Health and Safety Report – March 2021 Moved by C Goulding; seconded by S MacKinnon. APPROVED.</p>	
8.0	Decision Items	<p>8.1 Policy Review – Respect and Acknowledgement Declaration</p> <p>Board members reviewed the policy, no new changes were suggested.</p> <p>Motion 21-16 THAT the Dryden Public Library Board approve the policy FN-04 Respect and Acknowledgement Declaration as presented. Moved by A Barton; seconded by S Cole. APPROVED</p> <p>8.2 Policy Review – Collection Development</p> <p>Board members reviewed the policy, and recommended that 10.2 be removed, as it is more relevant to the Circulation Policy. Minor grammatical changes were recommended.</p>	

		<p>Motion 21 – 17 THAT the Dryden Public Library Board approve the policy OP-02 Collection Development as amended. Moved by C Goulding; seconded by S MacKinnon. APPROVED.</p> <p>8.3 Budget Amendment</p> <p>D DeBenedet presented the Board with a proposed amendment to the 2021 budget. This amendment will account for changes in grant spending and will reallocate some anticipated grant funded program spending into capital, where it will be used to refurbish the Teen Section, and to create a dedicated space for Seniors. The amendment will not increase the Library’s annual operating grant from the City of Dryden. D DeBenedet indicated that with the Board’s approval she would work with the City of Dryden Finance Department to create the required reports for council.</p> <p>Board members discussed the timeline for bringing the amendment to Council, D DeBenedet indicated that this would not be done until final confirmation of the Moffat Family Fund allocation was received.</p> <p>Motion 21-18 THAT the Dryden Public Library Board approve proposed amendments to the 2021 budget and direct the CEO to proceed with the budget amendment process. Moved by A Barton; seconded by S Cole. APPROVED.</p>	
9.0	Discussion Items	<p>9.1 Policy Discussion – Parks Passes</p> <p>The Board reviewed the draft Ontario Parks Pass Policy. D DeBenedet outlined the program for the board, and how the passes are intended to be used. Board members suggested some clarification in the language to ensure patrons understand the loan period and expectations for use of the pass.</p>	<p>ACTION: D DeBenedet to update and circulate the Parks Pass Policy.</p>

		<p>D DeBenedet will update the policy and circulate it for approval at the April Meeting.</p> <p>9.2 CELA Advocacy</p> <p>The Library Board reviewed a letter prepared by C Goulding regarding Federal Level funding cuts to the Centre for Equitable Library Access (CELA) and the National Network for Equitable Library Service (NNELS).</p> <p>D DeBenedet outlined the services provided by CELA and how they differ from commercial audiobook materials.</p> <p>Board members discussed several options for sending the letter to a variety of political representatives and/or Cabinet Ministers or endorsing a statement regarding the cuts. The Board agreed to proceed with sending the letter out to the Minister of Employment, Workforce Development and Disability Inclusion, and the Minister of Finance.</p> <p>M Benson offered to update and mail the letters.</p> <p>Motion 21-19 THAT the Dryden Public Library Board accept the prepared draft letter objecting to budget cuts to CELA and send the correspondence via e-mail to the Minister of Employment, Workforce Development and Disability Inclusion and the Minister of Finance. Moved by A Barton; seconded by S Cole. APPROVED.</p> <p>9.3 2020 Annual Report</p> <p>D DeBenedet presented a draft of the 2020 annual report. Due to the significant interruption in services caused by COVID-19 this report focuses on how the Library adapted services during the pandemic.</p>	<p>ACTION: M Benson to update and mail letters on behalf of the board.</p> <p>ACTION: D DeBenedet will schedule a delegation to present the Annual Report.</p>
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10.0	Information Items	<p>10.1 OLBA Updates</p> <p>C Goulding provided an update on OLBA activities. The OLBA will be hosting an ON LibChat on March 25th on the topic of Diversity and Inclusivity on Library Boards. They will also be hosting a session on April 8 about the UN Human Rights Principles.</p> <p>10.2 April Policy Review</p> <p>D DeBenedet circulated policies for review at the April meeting. Board members are asked to provide feedback be email.</p>	<p>ACTION: Board members to send suggested policy amendments by email.</p>

		<p>10.3 CEO Performance Review</p> <p>M Benson provided the board with an overview of the CEO Performance Review. He highlighted a few goals that were discussed, including Health and Safety Training, the potential for developing a Memorandum of Understanding, and clarifying issues around the Public Libraries Act financial requirements.</p>	
11.0	Other Business/Questions	<p>11.1 Vaccine Volunteers</p> <p>S MacKinnon shared information with the Board regarding volunteering for local COVID-19 vaccine clinics. He will forward information to the board about requirements for volunteers, those interested can contact him by email.</p>	
12.0	Next Meeting	Monday, April 19 at 5:00 pm	
13.0	Adjournment	Motion 21-20 THAT the Dryden Public Library Board adjourn at 6:44 pm. Moved by A Barton. CARRIED.	