



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on April 19, 2021 via ZOOM.

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

1.0	Call to Order & Land Acknowledgement	The meeting was called to order by the Chair at 4:59 pm.	
2.0	Approval of the Agenda	Motion 21-21 THAT the Dryden Public Library Board approve the agenda as approved. Moved by C Goulding; seconded by S MacKinnon. APPROVED.	
3.0	Declaration of Conflict of Interest	None declared.	
4.0	Delegations	None presented.	
5.0	Adoption of the minutes	<p>5.1 March 15, 2021</p> <p>Changes to reports section, to identify that one report was received by email after the meeting were suggested.</p> <p>Motion 21-22 THAT the Dryden Public Library Board approve the minutes of the previous meeting March, 15 2021 as amended. Moved by S Lockyer; seconded by S Cole. APPROVED.</p>	

6.0	Business Arising from the Minutes	<p>D DeBenedet provided an update on the results of CELA advocacy. She indicated that a letter had not been sent as an announcement regarding the funding was announced before the letter was complete.</p> <p>S MacKinnon provided an update on the Vaccine Clinics and volunteer opportunities.</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 Report <ul style="list-style-type: none"> ○ See attached 7.4 Health and Safety Reports <ul style="list-style-type: none"> ○ See attached </p> <p>Motion 21-22 THAT the Dryden Public Library Board receive the following reports: CEO Report – April 2021 Statistical Report to March 31, 2021 Financial Report to March 31, 2021 Health and Safety Report – April 2021 Moved by C Goulding; seconded by S MacKinnon. APPROVED.</p>	
8.0	Decision Items	<p>8.1 Policy Review – Parks Passes</p> <p>Board members reviewed the policy, no new changes were suggested. Board members discussed the process that staff use for lowering or pardoning fines on a case-by-case basis.</p> <p>Motion 21-23 THAT the Dryden Public Library Board approve the policy OP-25 Ontario Parks Passes as presented. Moved by S Cole; seconded by S MacKinnon. APPROVED</p>	

		<p>8.2 Policy Review – Programming</p> <p>Board members reviewed the policy, no changes were suggested.</p> <p>Motion 21 – 24 THAT the Dryden Public Library Board approve the policy OP-06 Programming Policy as amended. Moved by C Goulding; seconded by S MacKinnon. APPROVED.</p>	
9.0	Discussion Items	<p>9.1 Provincial Shutdown</p> <p>D DeBenedet discussed restrictions surrounding the provincial shutdown and Stay-at-home order. The Library can continue to offer curbside pickup service, so long as staff can provide no-contact pick ups and keeps contact tracing records.</p> <p>9.2 Inclusion, Diversity, Equity, and Accessibility Training</p> <p>C Goulding told the board about the OLBA’s ongoing series of training sessions about Inclusion, Diversity, Equity, and Accessibility. D DeBenedet and C Goulding discussed a recent session they had attended discussing how to increase inclusion and diversity on library boards and during board recruitment.</p> <p>C Goulding indicated that previous sessions were available on Learn HQ. The OLBA will also be hosting an informal chat on the topic on May 6.</p> <p>9.3 Collection Assessment and Evaluation</p> <p>D DeBenedet discussed the process of collection assessment with the Board. She indicated that she would like to work on running reports on collection use, to develop a report on the collection. This could help develop/update the collection plan, which is required for accreditation.</p>	

10.0	In-Camera Session	<p>Motion 21-25 THAT the Dryden Public Library Board move to an in-camera session at 5:28 pm. Moved by S MacKinnon; seconded by C Goulding.</p> <p>10.0 Staffing Update The Board received an update about staffing and personnel at the Library.</p> <p>The open session reconvened at 5:37 pm.</p>	
11.0	Information Items	<p>11.1 OLBA Updates</p> <p>C Goulding provided an update on OLBA activities. The OLBA will be hosting an ON LibChat on May 6th on the topic of Diversity and Inclusivity.</p> <p>10.2 May Policy Review</p> <p>D DeBenedet circulated policies for review at the May meeting. Board members are asked to provide feedback be email.</p> <p>10.3 OLS Board Assembly Meeting</p> <p>M Benson indicated the OLS Board Assembly for our population group would be taking place on April 27. Due to a previous commitment M Benson may be unable to attend, however as the OLS has indicated that proxies cannot attend in place of representatives we cannot ask another board member to attend in his place.</p>	ACTION: Board members to send suggested policy amendments by email.
12.0	Other Business/Questions	No new business	
13.0	Next Meeting	Monday, May 17 at 5:00 pm	

14.0	Adjournment	Motion 21-26 THAT the Dryden Public Library Board adjourn at 5:45 pm. Moved by S MacKinnon. CARRIED.	
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