

**THE TOWNSHIP OF MUSKOKA LAKES PUBLIC LIBRARY BOARD**  
***MINUTES - OF THE REGULAR MEETING***  
***Tuesday, August 10, 2021***

A Regular Meeting of the Library Board was held outside at the Norma and Miller Alloway Library on Tuesday, August 10, 2021, at 1:00 p. m.

**PRESENT:**

Heidi Berninger – Vice-Chairperson  
Barb Bridgeman – Councillor  
Marg Buddo  
Valerie Duke – Chairperson  
Donelda Hayes – Councillor  
Cathy Duck-CEO, Secretary/Treasurer

**ABSENT:**

Kim Alexander

**1. Call to Order**

- a. V. Duke called the meeting to order at 1:03 p.m.

**2. Respect and Acknowledgement Declaration**

“The Muskoka Lakes Public Library acknowledges that these land and waters are the traditional homeland of the Ojibway (*Oh-jib-way*) Nation and the Huron /Wendat (*Huron/When-dat*) Nation and now includes communities from the Mohawk Nation and the Metis (*May-tee*) Nation of Ontario. We acknowledge their stewardship throughout the ages.”

**3. Adoption of Agenda**

- a. Consideration of a resolution to adopt the Library Board agenda dated August 10, 2021.

**Resolution Number 1-08/10/21**

Moved by B. Bridgeman; Seconded by H. Berninger; be it resolved that the Library Board agenda be adopted.  
Carried.

**4. Disclosure of Interest**

- a. None declared.

**5. Receipt/Adoption of Minutes**

- a. Consideration of a resolution to adopt the Library Board minutes for the meeting held on Tuesday, June 15, 2021.

**Resolution Number 2-08/10/21**

Moved by D. Hayes; Seconded by M. Buddo; be it resolved that the Library Board minutes for the meeting held on Tuesday June 15, 2021 be adopted.  
Carried.

**6. Business Arising from the Minutes**

- a. None.

## **7. Financial**

- a. Budget Variance Report
  - Reviewed.
  - Board members Bridgeman and Hayes have requested the CEO obtain an explanation of the Wages and Benefits budget line items as they are over budget.

## **8. Reports**

- a. CEO
  - as reported.
  - Additions to report –
  - An average of 50 users per day are entering the library in Port Carling.
- b. Council Representative
  - B. Bridgeman advised the Board that the second draft of the Official Plan is being sent to the Planning Committee and the Adopt a Build radiothon is hoping to raise \$20,000.

## **9. Administrative Issues**

- a. COVID-19 – Reopening Plans
  - Bala Branch reopened to the public on August 3. Reopening at both branches is going well.
- b. Year Three Board Plan
  - CEO performance review was completed.
- c. WIFI Hotspots
  - CEO provided a report. Board discussion ensued. A decision was made to defer to a future meeting.

## **10. Policy Development and Review**

- a. Policy/Plan –
  - OPCIRC-06 Supervision of Children

### **Resolution Number 3-08/10/21**

Moved by H. Berninger; Seconded by D. Hayes: be it resolved that the Library Board adopts the policy Supervision of Children.

Carried.

- OPCIRC-18 Reopening Epidemic/Pandemic
- Deferred to next meeting

## **11. New and Unfinished Business**

- a. Fine Free
  - Defer to next meeting.
- b. Accreditation update
  - P. Malcolm Ontario Library Service has completed our audit and has submitted our library's documentation to the Ontario Public Guidelines Monitoring and Accreditation Council.
  - The Board expressed their thanks to the Friends of the Library for their support of the Story Trail project.

## **12. Closed Session**

- a. None.

**13. Adjournment**

a. Consideration of a resolution to adjourn.

**Resolution Number 4-08/10/21/21**

Moved by H. Berninger; be it resolved that the meeting adjourn at 1:54 p.m. and the next regular meeting of the Board will be held on Tuesday, September 14, 2021 at 1:00 p.m.

Carried.

**CHAIRPERSON:**

Valerie

**SECRETARY:**

Cathy Stuck

**APPROVED:**

Oct. 19, 2021