

THE TOWNSHIP OF MUSKOKA LAKES PUBLIC LIBRARY BOARD
MINUTES - OF THE REGULAR MEETING
Tuesday, October 19, 2021

A Regular Meeting of the Library Board was held outside at the Norma and Miller Alloway Library on Tuesday, October 19, 2021, at 1:00 p. m.

PRESENT:

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

1. Call to Order

a. V. Duke called the meeting to order at 1:08 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 (<i>Oh-jib-way</i>) Nation and the Huron /Wendat (<i>Huron/When-dat</i>) Nation and now includes communities from the Mohawk Nation and the Metis (<i>May-tee</i>) Nation of Ontario. We acknowledge their stewardship throughout the ages.”
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3. Adoption of Agenda

a. Consideration of a resolution to adopt the Library Board agenda dated October 19, 2021.

Resolution Number 1-10/19/21

Moved by B. Bridgeman; Seconded by M. Buddo; 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, August 10, 2021.

Resolution Number 2-10/19/21

Moved by H. Berninger; Seconded by D. Hayes; be it resolved that the Library Board minutes for the meeting held on Tuesday August 10, 2021 be adopted.

Carried.

6. Business Arising from the Minutes

a. None.

7. Financial

a. Budget Variance Report
- reviewed.

- b. Budget 2022
 - CEO to forward draft budget to Library Board.

8. Reports

- a. CEO
 - as reported.
 - Additions to report –
 - all staff will attend Indigenous awareness training in November.
 - lower service desk installation is complete except for IT.
- b. Council Representative
 - B. Bridgeman advised the Board that work continues on the Official Plan, Fireworks by-law, Community Improvement Plan, and that the first draft of the budget is posted online for public comment.

9. Administrative Issues

- a. Year Three Board Plan
 - reviewed.
- b. Board Self-Evaluation
 - D. Hayes to collate and report at the next meeting.

10. Policy Development and Review

- a. Policy/Plan –
 - OPCIRC-18 Reopening Epidemic/Pandemic

Resolution Number 3-10/19/21

Moved by H. Berninger; Seconded by D. Hayes: be it resolved that the Library Board adopts the policy Reopening Epidemic/Pandemic as amended.
Carried.

11. New and Unfinished Business

- a. Fine Free discussion

Resolution Number 4-10/19/21

Moved by M. Buddo; Seconded by K. Alexander: be it resolved that the Library Board unanimously makes the decision to go fine free.
Carried.

- b. Memorandum Integrity Commissioner report
 - reviewed.

- c. Canada Revenue Agency account – authorized individuals

-Consideration of a resolution to update the records of the Canada Revenue Agency of the Corporation of the Township of Muskoka Lakes Public Library Board – Business Number 107852824 RT0001

Resolution Number 5-10/19/21

Moved by H. Berninger; Seconded by B. Bridgeman: be it resolved that the Library Board's resolution to update the records of the Canada Revenue Agency of the Corporation of the Township of Muskoka Lakes Public Library Board – Business Number 107852824 RT0001 and to authorize the following individuals as contacts for the account: Cathy Duck – CEO/Chief Librarian, Valerie Duke – Library Board Chairperson and Mark Donaldson, Director of Finance, Township of Muskoka Lakes be adopted.
Carried.

- d. Ontario Public Library Guidelines Draft Audit Report

-Muskoka Lakes Public Library was successful in attaining provincial accreditation status. The report was reviewed and suggested policy revisions will be reviewed by the policy committee.

- e. Upcoming Board Assembly meeting November 9, 2021

12. Closed Session

a. None.

13. Adjournment

a. Consideration of a resolution to adjourn.

Resolution Number 6-10/19/21

Moved by H. Berninger; be it resolved that the meeting adjourn at 2:35 p.m. and the next regular meeting of the Board will be held on Tuesday, November 9, 2021 at 1:00 p.m.

Carried.

CHAIRPERSON:

VaShun

SECRETARY:

Cathy Duck

APPROVED:

Nov 9, 2021