

**THE TOWNSHIP OF MUSKOKA LAKES PUBLIC LIBRARY BOARD**  
**MINUTES - OF THE REGULAR MEETING**  
***Wednesday, January 18, 2023***

A Regular Meeting of the Library Board was held on Wednesday, January 18, 2023, at 1:00 p. m. at the Norma and Miller Alloway Muskoka Lakes Library, Port Carling, Ontario.

**PRESENT:**

Heidi Berninger  
Marg Buddo  
Doug Crichton  
Valerie Duke  
Mary Ellen McIntyre – Councillor  
Deborah Stokes  
Cathy Duck-CEO, Secretary/Treasurer

**REGRETS:**

Barb Bridgeman

**1. Call to Order**

- a. CEO C. Duck called the meeting to order at 1:02 p.m.  
CEO welcomed the new Board and thanked them for volunteering. The new Board members introduced themselves and explained why they were interested in serving on the Board.

**2. Respect and Acknowledgement Declaration**

“The Muskoka Lakes Public Library acknowledges that these lands 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 January 18, 2023.

**Resolution Number 1-01/18/23**

Moved by V. Duke; Seconded by H. Berninger; be it resolved that the Library Board agenda be adopted.

Carried.

**4. Disclosure of Interest**

- a. None declared.

**5. Elections**

Chairperson – V. Duke by acclamation  
Vice-Chairperson – H. Berninger by acclamation

**Resolution Number 2-01/18/23**

Moved by D. Crichton; Seconded by M. Buddo; be it resolved that V. Duke be elected as Chairperson.

Carried.

**Resolution Number 3-01/18/23**

Moved by D. Crichton; Seconded by M. Buddo; be it resolved that H. Berninger be elected as Vice- Chairperson.

Carried.

**6. Committees of the Board**

a. Policy Development Committee

**Resolution Number 4-01/18/23**

Moved by M. McIntyre; Seconded by D. Stokes; be it resolved that M. Buddo, D. Crichton, and H. Berninger will form the Policy Development Committee.

Carried.

b. Strategic Planning Committee

**Resolution Number 5-01/18/23**

Moved by M. Buddo; Seconded by H. Berninger; be it resolved that D. Stokes, M. McIntyre and V. Duke will form the Strategic Planning Committee.

Carried

**7. Receipt/Adoption of Minutes**

a. Consideration of a resolution to adopt the Library Board minutes for the meeting held on Tuesday, November 8, 2022.

**Resolution Number 6-01/18/23**

Moved by D. Crichton; Seconded by M. Buddo; be it resolved that the Library Board minutes for the meeting held on Tuesday, November 8, 2022 be adopted.

Carried.

**8. Business Arising from the Minutes**

a. None

**9. Reports**

a. CEO

Reviewed.

b. Council representative

Councillor M. McIntyre reported that Muskoka Algonquin Health Care, Muskoka Lakes Chamber of Commerce, and Muskoka Lakes Museum presented to Council. Councillor R. Nishikawa is the Township representative on the District Road 38 renaming committee.

Recent topics of discussion also included water levels and community centre kitchen improvements.

#### **10. Financial**

- a. Budget Variance Expense  
- Reviewed.

##### **Resolution Number 7-01/18/23**

Moved by D. Crichton; Seconded by H. Berninger to accept the report as presented.  
Carried.

#### **11. Administrative Issues**

- a. Meeting Schedule  
January 18, February 14, March 14, April 11, May 16, June 13, August 15, September 12, October 10, and November 14.

#### **12. Policy Development and Review**

Policy/Plan –

- a. GOV-04 Board-CEO Partnership

##### **Resolution Number 8-01/18/23**

Moved by M. McIntyre; Seconded by D. Stokes: be it resolved that the Library Board adopt the policy Board-CEO Partnership as amended.

Carried.

- b. ACCESS-01 Accessibility Standard for Customer Service

##### **Resolution Number 9-01/18/23**

Moved by D. Crichton; Seconded by H. Berninger: be it resolved that the Library Board adopt the policy Accessibility Standard for Customer Service.

Carried.

- c. ACCESS-21 Integrated Accessibility Standards

##### **Resolution Number 10-01/18/23**

Moved by H. Berninger; Seconded by D. Crichton: be it resolved that the Library Board adopt the policy Integrated Accessibility Standards.

Carried.

#### **13. New and Unfinished Business**

- V. Duke advised the Board of upcoming webinars that are available on the Ontario Library Service Learn HQ website.

-The Ontario Library Service will be offering an in person Board training opportunity on May 27 at the Bracebridge Sportsplex for the Muskoka District Libraries. Board members are required to register online for this training.

-V. Duke will be presenting a Library update to Council on February 15, 2023.

**14. Closed Session**

None.

**15. Adjournment**

a. Consideration of a resolution to adjourn.

**Resolution Number 11 – 01/18/23**

Moved by H. Berninger; Seconded by M. McIntyre: be it resolved that the meeting adjourn at 2:40 p.m. and the next regular meeting of the Board will be held on Tuesday, February 14, 2023 at 1:00 p.m.

Carried.

**CHAIRPERSON:**



**SECRETARY**



**APPROVED:**

