

THE TOWNSHIP OF MUSKOKA LAKES PUBLIC LIBRARY BOARD
MINUTES - OF THE REGULAR MEETING
Tuesday, November 10, 2020

A Regular Meeting of the Library Board was held outside at the Norma and Miller Alloway Muskoka Lakes Library on Tuesday, November 10, 2020, at 1:00 p. m.

PRESENT:

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

ABSENT:

Donelda Hayes – Councillor

1. Call to Order

- a. V. Duke called the meeting to order at 1:02 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 November 10, 2020.

Resolution Number 1-11/10/20

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, October 13, 2020.

Resolution Number 2-11/10/20

Moved by H. Berninger; Seconded by M. Buddo; be it resolved that the Library Board minutes for the meeting held on Tuesday, October 13, 2020 be adopted.

Carried.

6. Business Arising from the Minutes

- a. None

7. Financial

- a. Budget Variance Expense Report – none.
 - The Library received a \$2500 Pay-it Forward grant from the District Municipality of Muskoka to be used for purchases to enable Library outreach for seniors.
 - The Library budget process for 2021 has commenced.

8. Reports

- a. CEO
 - as reported

- b. Council Representative
 - Habitat for Humanity build in Bala donation campaign is underway with donations being matched by The Friends of Muskoka.

9. Administrative Issues

- a. Update Reopening
 - Sixty-six people entered the library during the first week of reopening to the public. Reopening procedures are being followed and our users are very happy to be once again safely inside the library.

- b. Year Two Board Plan
 - Reviewed

- c. Strategic Plan
 - The strategic plan committee's goal is to present to the Library Board in December with the final draft ready for January.

10. Policy Development and Review

- a. OPHR-06 – Workplace Discrimination and Harassment

Resolution Number 3-11/10/20

Moved by B. Bridgeman; Seconded by K. Alexander; be it resolved that the Muskoka Lakes Public Library Board adopts the policy Workplace Discrimination and Harassment.
Carried.

- b. OPHR-08 – Prevention of Workplace Violence

Resolution Number 4-11/10/20

Moved by B. Bridgeman; Seconded by H. Berninger; be it resolved that the Muskoka Lakes Public Library Board adopts the policy Prevention of Workplace Violence.
Carried.

11. New and Unfinished Business

- a. "How We Stack Up"
 - V. Duke presented to the Board a 2019-2020 data analysis/comparison of statistics that she had compiled.

13. Adjournment

- a. Consideration of a resolution to adjourn.

Resolution Number 5-11/10/20

Moved by H. Berninger; be it resolved that the meeting adjourn at 1:57 p.m. and the next regular meeting of the Board will be held on Tuesday, December 15, 2020 virtually via Zoom at 1:00 p.m.

Carried.

CHAIRPERSON:

V. Duke

SECRETARY:

Cathy Buck

APPROVED:

Dec. 15/20