

**Mississippi Mills Public Library Board**  
**MINUTES**

A regular meeting of the MMPLB was held on Wednesday, February 20, 2019 at 3:00 p.m. in the Almonte Branch.

**1. CALL TO ORDER**

The meeting was called to order at 3:00 p.m.

**PRESENT:**

Councillor Jan Maydan  
Micheline Boucher  
Cathy Peacock  
Barbara Button  
Warren Thorngate  
Jeff Fraser  
Leanne Czerwinski  
Marie Traversy

Staff: Christine Row, CEO/Chief Librarian

**ABSENT:**

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A roundtable of introductions started the meeting.

**2. APPROVAL OF AGENDA**

**Resolution No. 1-19**

**Moved by** J. Fraser

**Seconded by** M. Traversy

**THAT** the agenda be approved as presented with the exclusion of the approval of December 12 Minutes and December 12 in camera Minutes which have been approved by M. Boucher and M. Souter (previous Chair).

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**4. ELECTION OF OFFICERS**

- a) Chair
- b) Acting Chair

**Resolution No. 2-19**  
**Moved by** M. Boucher  
**Seconded by** J. Fraser

THAT the MMPLB elect C. Peacock as Chair of the Mississippi Mills Public Library Board for the 2019-2022 term.

**CARRIED**  
**Resolution No. 3-19**  
**Moved by** B. Button  
**Seconded by** J. Fraser

THAT the MMPLB elect L. Czerwinski as Acting Chair of the Mississippi Mills Public Library Board for the 2019-2022 term.

**CARRIED**  
**Resolution No. 4-19**  
**Moved by** J. Fraser  
**Seconded by** B. Button

THAT the nomination ballots for Chair and Acting Chair be destroyed.

**CARRIE**  
**D**

**5. DELEGATIONS/PRESENTATIONS**

[None]

**6. CONSENT ITEMS**

a) Board Orientation

The MMPPLB reviewed the following documents: Information Sheet for Library Trustees, Breakdown of patrons, Library Resources/Links, Library Associations and Organizations, 10 Things You Need to Know as a New Library Board Member, OLBA's Leadership by Design: Cut to the Chase, A Strategic Plan for the Mississippi Mills Public Library 2017-2026

b) Conduct of Board Members policy (OP-05.1)

MMPLB reviewed, signed and submitted the Conduct of Board Members policy.

c) Correspondence

C. Row provided a summary of recent email correspondence to Council regarding county library systems and municipal funding.

d) CEO Report

C.Row presented the CEO report for review.

e) Financials

MMPLB reviewed the December 31, 2018 financial statement.

f) Incidents

Discussion was held on the incident that occurred at the Almonte Branch on January 30, 2019. C. Row will look into safety training for students.

g) Staff update-step increase

**Resolution No. 5-19**

**Moved by** C. Peacock

**Seconded by** L. Czerwinski

**THAT** the MMPLB receive Consent Items as presented.

**CARRIED**

**7. FOR DISCUSSION/DECISION**

a) Business Arising from the Minutes  
[None]

b) Strategic Plan Updates  
[None]

**8. OTHER/NEW BUSINESS**

[None]

**9. NEXT MEETING**

March 27, 2019 starting at 2:30 p.m. at the Pakenham Branch.

**10. ADJOURNMENT**

**Resolution No. 5-19**

**Moved by** L. Czerwinski

**Seconded by** J. Maydan

**THAT** the meeting be adjourned at 4:30 p.m.

**CARRIED**