

MISSISSIPPI MILLS PUBLIC LIBRARY BOARD

Minutes

Regular Meeting

Wed. May 25, 2016

Almonte Branch, 7:00 p.m.

Present:

Board: Mary Lou Souter (Chair)
Anne Mason (Vice Chair)
Micheline Boucher
Wendy Hansen
Betty Mears
Danielle Wojtyniak
Stuart Langstaff
Councillor Val Wilkinson

Regrets: George Seibel

Staff: Pam Harris, CEO/Chief Librarian
Katherine Pillsworth, Recording Secretary

The Chair called the meeting to order at 7:05 p.m.

1) APPROVAL OF AGENDA

Moved by Val Wilkinson

Seconded by Micheline Boucher

THAT the agenda be approved.

CARRIED

2) IN CAMERA, PERSONNEL MATTERS

Moved by Betty Mears

Seconded by Micheline Boucher

THAT the Mississippi Mills Public Library Board meeting move to camera at 7:09 p.m. to address a topic pertaining to personal matters about identifiable individuals, including municipal or local board employees, and specifically about incidents occurring at the Almonte Branch Library on Thursday April 28, 2016. Furthermore, that the CEO remain in the room for the discussion.

CARRIED

ARISE AND REPORT:

Moved by Mary Lou Souter

Seconded by Stuart Langstaff

THAT the MMPLB approve the hiring of a neutral, third party, consultant to investigate the incidents which occurred at the Almonte Branch on April 28, 2016, and related background information, and to make recommendations for action to the Board.

CARRIED

REQUEST TO RELINQUISH THE CHAIR

Betty Mears requested she be allowed to relinquish the Chair. Mary Lou Souter resumed her position as Chair.

3) MOTION TO STRIKE A COMMITTEE

Moved by Val Wilkinson

Seconded by Betty Mears

That a committee of four (Stuart Langstaff, Danielle Wojtyniak, Betty Mears, Val Wilkinson) be struck with Mary Lou Souter as a resource.

4) DISCLOSURE OF PECUNIARY INTEREST

a. None

5) APPROVAL OF THE MINUTES FROM APRIL 27, 2016

Moved by Val Wilkinson

Seconded by George Seibel

THAT the minutes dated May 25, 2016 be approved as amended.

CARRIED

6) DELEGATIONS/PRESENTATIONS

a) None

7) BUSINESS ARISING

a) None listed

8) CORRESPONDENCE

a) Syrian Refugee Committee Thank You Letter

- A letter presented to the library expressing appreciation for help provided to help welcome and integrate the Syrian refugees newly arrived in the Mississippi Mills community.

9) REPORTS

a) **Chair's Report:** No report.

b) Committee Reports:

i. Policy (Betty Mears reporting):

- The committee met last week, and worked on several policies.
- Five items are slated for the end of June.

ii. Facilities: Canada 150 (Mary Lou Souter reporting):

- The Pakenham expansion joint committee met today (May 25, 2016).
- The architects presented revised concept drawings.
- There will be a 2 story revision with a lift.
- The architects will be presenting a final format to Mississippi Mills Council on Tuesday June 7th at 6:30 at the Perth Road Town Offices.
- There will be another meeting in 1 week.
- The committee is looking at rental and storage options for the 7 months of construction.

iii. Strategic Planning (Wendy Hansen reporting):

- The Gant planning chart has been updated for 2017-2026.
- Workshops and planning are underway.
- Pam is contacting SOLS for consultant dates for internal workshops.
- The Elizabeth Kelly Library Foundation is providing \$4,000.00 for a student to help with the survey.

iv. Outreach (Micheline Boucher reporting):

- The Committee met on May 12th.
- The annual Book Sale will be a problem for Outreach to handle this year – due to available time and manpower to put the event together.
- Other options were discussed including changing the fundraiser to a Gala.
- The possibility of a Gala for the re-opening of the Pakenham Branch post renovations was discussed – to be considered at a later date.
- Consensus amongst the board was to go ahead with a Book Sale under a Book Sale sub-committee which Anne Mason will chair.
- Having the Book Sale at the Registry Office, would help to minimize moving books and relieve some of the time/manpower issues because the books are stored there in advance of the sale anyway.
- The Town would have to be approached about conducting the sale onsite; Pam indicated it would be unlikely the space would be approved for the booksale.
- Tote bags are going to be sold at the Almonte Market as “multi-use” bags – an advertising poster will be put into the branches.
- Board business cards are on their way.
- The Living Tree Memorial Ceremony has been postponed at the family’s request.
- The Elizabeth Kelly Wine and Cheese event was very successful.

- A winner for the Library Mascot Sidekick contest held at the public schools needs to be announced - the committee is looking at an evening at the library and perhaps posting the winning entry in the library entrance.
- Only one artist confirmed for the Paddles Auction initiative; however, if a gala is undertaken the paddle could become part of a silent auction.

a) CEO/Chief Librarian Report – Items arising from the Report:

- i. Discussion on Frisbee Golf and equipment circulating from the library.
- ii. The Canada Summer Jobs Grant has been approved for 4 Children’s Summer Program Students and as well as we received funding through the Elizabeth Kelly Library Foundation Inc. for 3 Literacy Tutors.
- iii. A current version of the Dashboard Statistics was provided for the board to review – to be discussed at the June meeting.

b) Financial Report – March YTD (Pam Harris reporting):

- i. The financial report was reviewed and some minor clarifications provided.

c) Incident Report Summary: None

9) OTHER/NEW BUSINESS

a) Bridging Generations (Katherine Pillsworth reporting):

- i. A brief overview of the “Bridging Generations” meetings was provided and clarification on the written report.

10) NEXT MEETING: June 29th, 2016, Almonte Branch, 7:00 to 9:00 pm

11) ADJOURNMENT

Moved by Stuart Langstaff
Seconded Wendy Hansen
THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 8:44 p.m.

Signed:

Mary Lou Souter, Board Chair

Katherine Pillsworth, Recording Secretary