

**Mississippi Mills Public Library Board
Minutes**

**Regular Meeting
Wednesday Dec. 13, 2017, 7:00 pm
Pakenham Branch Meeting Room, MMPL**

Present:

Board: George Seibel (Meeting Chair)
Mary Lou Souter
Micheline Boucher
Wendy Hansen
Betty Mears
Anne Mason
Councillor Amanda Pulker-Mok
Councillor Val Wilkinson

Regrets: Danielle Wojtyniak
Micheline Boucher

Staff: Pam Harris, CEO/Chief Librarian; Recording Secretary

The Meeting Chair called the meeting to order at 7:05 pm.

1) APPROVAL OF AGENDA

Moved by Val Wilkinson

Seconded by Betty Mears

THAT the agenda be approved.

CARRIED

2) DISCLOSURE OF PECUNIARY INTEREST

a. None

3) APPROVAL OF THE MINUTES FROM NOVEMBER 29TH, 2017.

Moved by Danielle Wojtyniak

Seconded by Mary Lou Souter

THAT the MMPLB Regular Meeting minutes dated Nov. 29, 2017 be approved.

CARRIED

4) DELEGATIONS/PRESENTATIONS

a. None

5) STAFF PRESENTATIONS

None

6) CORRESPONDENCE

None

7) BUSINESS ARISING

a) Strategic Brochure

The overall consensus was for the blue themed brochure, retaining the content as present and tweaking the interior layout to make the numbers more clearly associated with their strategic direction.

Action: Pam to relay feedback to Danielle with a request for a revised draft which will be presented for approval at the Jan.'18 meeting.

8) REPORTS

a. Chair's Report

a. None

b. CEO/Chief Librarian Report

i. Pam summarized highlights from her report.

ii. A question arose around the fund line for the Almonte storage door – maintenance or capital

1. Action: Pam will follow up with the municipal treasurer for clarification

c. Financials

a. None

d. Incident Report

a. None

9) POLICY

As we are beginning our accreditation review, Pam suggested that we defer decisions regarding policy revisions to by-law and governance trillium policies until our January meeting. Pam invited Peggy Malcolm, our Southern Ontario Library Service (SOLS) representative to attend either the next board meeting or a special meeting pertaining to introduce the accreditation process after which the Board can strike an accreditation ad hoc committee as well as a policy ad hoc committee if appropriate. It was agreed to begin the accreditation process with our January meeting.

Wendy Hansen requested that in the future the Board be informed of invitations to the board prior to a board meeting.

10) OTHER/NEW BUSINESS

a) Report: Bill 148

Pam summarized her report highlighting changes to minimum wage and vacation pay in lieu as the two primary impacts from the implementation of Bill 148.

Discussion arose around where the money to cover these changes would be coming from – the library “pot” or municipal.

Action: Amanda Pulker-Mok will follow up with municipal treasurer.

b) In Camera

i) Personnel Matters

Moved by Betty Mears

Seconded by Wendy Hansen

THAT the Mississippi Public Library Board goes in camera at 7:51 p.m. to address a topic pertaining to personnel matters about an identifiable individual(s), including municipal or local board employees;

AND FURTHERMORE THAT the CEO remain in the room.

CARRIED

Moved by Wendy Hansen

Seconded by Mary Lou Souter

THAT the Mississippi Mills Public Library Board returns to regular session at 7:58 p.m.

Rise and Report

Moved by Wendy Hansen

Seconded by Mary Lou Souter

THAT the Mississippi Mills Public Library Board approve the hiring of employee number 0345 on a one (1) year temporary contract with the possibility of extension at Step 1 of Band 141-180.

CARRIED

Moved by Amanda Pulker-Mok

Seconded by Betty Mears

THAT the Mississippi Mills Public Library Board approve the hiring of employee number 0745 at the rate of \$20.62/hr up to a maximum of 483 hours or March 31, 2018.

CARRIED

Before concluding our meeting, Anne Mason inquired as to when the Annual Report would be coming out and whether it would be tied to our regular newsletter. Anne also asked when the strategic plan work plan will be delivered

Pam responded by saying a draft of each will be sent out early to -mid-January and that the Annual Report would not be tied to a newsletter.

11) NEXT MEETING January 31, 7 p.m. at the Almonte Branch

- a. The scheduled chair for the meeting is Wendy Hansen. Guest Peggy Malcom

12) ADJOURNMENT

Moved by Mary Lou Souter

Seconded Betty Mears

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 9:15 p.m.

Signed:

George Seibel (Meeting Chair)

Pam Harris, Recording Secretary