

MISSISSIPPI MILLS PUBLIC LIBRARY BOARD

Minutes

Special Meeting: Monday Feb. 13, 2017

Almonte Branch, 10:00 a.m.

Present:

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

Regrets: Danielle Wojtyniak
Councillor Amanda Pulker-Mok

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

The Ad Hoc Chair called the meeting to order at 10:05 a.m.

1) APPROVAL OF AGENDA

Moved by Micheline Boucher

Seconded by Seconded by George Seibel

THAT the agenda be approved.

CARRIED

2) Disclosure of Pecuniary Interest

a) None

3) New Business:

a) Discussion of Workplace Restoration Feedback

Stuart Langstaff thanked the Ad Hoc committee (Betty, Danielle, Val and Stuart) for all their hard work and support. Stuart was thanked in return.

General discussion around staff and board feedback of work place restoration process to identify priorities and plan for implementing next steps. A number of considerations arose: policy and operations were identified as key priorities as was a review of codes of conduct, sub-committees and board organization.

Key areas identified were:

- Policy review and revision esp. board roles/responsibilities, conflict resolution process, updating existing violence, harassment, workplace conflict accordingly
- Development of Board Code of Conduct
- Training
- Communications

Action(s):

- Pam will provide a cost break out of all staff attending meetings
- Pam will prepare a report on Staff workload for the Board

Moved by Mary Lou Souter

Seconded by Anne Mason

THAT the Mississippi Mills Public Library Board pursue the organization of an advanced workshop for the Board on board governance, roles, responsibilities and limitations.

CARRIED

Action(s):

- Mary Lou Souter will contact OLBA President, SOLS consultant and possibly MVTM chair to arrange a training session for the Board as soon as possible.

Any associated training costs will come from the 2017 training budget.

Moved by Mary Lou Souter

Seconded by George Seibel

That the Mississippi Mills Public Library Board form an Ad Hoc Committee consisting of a combination of two (2) Board members, two (2) Staff members and a chair to review Board and Staff Codes of Conduct and make recommendations to the Board for implementation to be presented and tabled at the March 2017 Board meeting.

CARRIED

Action(s):

- at the Special Board Meeting Wed. Feb. 15, 2017, a call to form this ad hoc committee be made as part of the agenda along with an exploration of a joint board-staff relations standing committee
- Pam will print copies of the agenda and attachments for George, Micheline and Val

Moved by George Seibel

Seconded by Stuart Langstaff

THAT the Mississippi Mills Public Library Board meeting move to "in camera" at **11:57 a.m.** to address a topic pertaining to personnel matters about identifiable individuals, including municipal or local board employees/volunteers, and

Furthermore, involved Staff and Board members be asked to leave the room.

CARRIED

Moved by Wendy Hansen

Seconded by Betty Mears

THAT the Mississippi Mills Public Library Board returns to regular session at 12:30 p.m.

CARRIED

4) RISE AND REPORT:

No actions.

5) Adjournment:

Moved by Betty Mears

Seconded by Wendy Hansen

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 12:34 p.m..

Next Meetings: Feb. 15'17, 7 p.m., Almonte; Feb. 22'17, 7 p.m., Almonte

Signed:

Mary Lou Souter, Board Chair

Pam Harris, Recording Secretary