



Huntsville Public Library

## Library Board Meeting Minutes

August 23, 2022 | 1:30 PM | Zoom Meeting

### Mission Statement

To provide accessible services, programs, collections and spaces designed to inspire and enrich the community.

Present: David Purchase (Chair), Catherine Holtz (Vice Chair), Linda Leckie, Christine Passarello, Tyler Ellis, David Tremblay (CEO/Chief Librarian)

Regrets: Ray Love, Mayor Karin Terziano (Council Representative)

Delegate: Julia McKenzie (Town of Huntsville Treasurer)

1. Call to Order: 1:30PM
2. Approval of Agenda | July 12<sup>th</sup> 2022 Motion: Tyler Ellis Seconded: Christine Passarello Carried
3. Declaration of Any Conflicts of Interest: David Purchase recuses himself from voting on New Business Item e) as he is on the executive of the Historical Does Item e new business (Huntsville and area historical society executive. David will abstain from any vote on that.
4. Approval of Minutes from Board Meeting July 12<sup>th</sup>, 2022, Motion: Christine Passarello Seconded: Linda Leckie Carried
5. Julia McKenzie, Town Treasurer – In attendance for questions regarding 2021 Library Finance Audit - Julia McKenzie left the meeting at 1:55 PM.
6. Business Arising from the Minutes
  - a) Policy Creation
    - Donation and Fundraising – David Purchase provided draft outline
    - Indigenous and Reconciliation – David Tremblay to work with Muskoka Indigenous Friendship Centre on policy draft.
7. Committee Reports & Business Arising from Committee Reports
  - a) Trustee of Council Report - None

- b) Chair Report – Verbal – Signed off on letter to part time staff about wages. Worked on gathering info for policies. Attended the finance committee meeting.
- c) CEO Report + Community Engagement Coordinator Report – CEO spoke to report and answered questions from board.
- d) Monthly Finance Report – Revenues are down from pre-pandemic levels. Expenses overall are under budget.
- e) Youth Services Librarian Report
- f) Finance Committee Report and Budget 2023 – Board Discussed approach for 2023 budget keeping in mind CPI Trim percentage.

Motion to Approve Committee Reports: Catherine Holtz Seconded: Tyler Ellis  
Carried

Linda Leckie left meeting at 2:32 PM

#### 8. New Business

- a) Motion to Approve the Draft 2021 Library Financial Audit Statement: Catherine Holtz Seconded: Christine Passarello Carried
- b) Update on Community Survey and Engagement – CEO spoke to in CEO Report.
- c) Staffing Update – Operations Assistant – CEO spoke to in CEO Report.
- d) Ontario Library Services Workshops – September – Reminder of online workshops
- e) Motion to support the Healthcare Practitioners in Huntsville to implement temporary measures to address the pressures in our community with the use of the Annex

**Whereas:** as per resolution 185-22, Council had identified their full support, in principle, for the work that is being done by healthcare partners to implement temporary measures to address the pressures that are being experienced in primary healthcare in our community;

**And Whereas:** there has been an interest by the Healthcare partners to utilize the Annex to potentially support enhancement of healthcare services in Huntsville;

**And Whereas:** the Library Board recognizes the importance of such an initiative within the Community;

**Therefore, It is recommended that:** in the event the Annex is deemed to be selected as a location for a temporary healthcare solution, The Huntsville Library Board has no objection to this use pending review and approval of all related lease documents and agreements and pending all expenses related to

the operation of the Annex be borne by the Town or the occupant for the duration of the occupancy;

**And Further That:** the Library Board recognizes that the agreement for said use would be between The Town of Huntsville and the occupant and no revenues will be collected by the Huntsville Public Library for this purpose.

Moved by: Christine Passarello Seconded by: Catherine Holtz Carried

9. Roundtable

- David Purchase – best wishes to David Tremblay and his family with the new addition to their family and their move.

10. Date of Next Meeting: Oct 11<sup>th</sup> 2022 9:30 AM TBD

11. Adjournment. Motion: Tyler Ellis Carried 3:21PM