



Huntsville Public Library

## Library Board Meeting Minutes

April 12, 2022 | 9:30 AM | Zoom Meeting

### Mission Statement

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

Present: David Purchase (Chair), Linda Leckie, Christine Passarello, Ray Love, Mayor Karin Terziano (Council Representative), Tyler Ellis, David Tremblay (Chief Librarian/CEO), Catherine Holtz (Vice Chair) – Joined @ 9:55AM

1. Call to Order | 9:35 AM
2. Approval of Agenda | April, 8 2022 Motion: Ray Love Seconded: Linda Leckie Carried
3. Declaration of Any Conflicts of Interest: None
4. Approval of Minutes from Board Meeting March 8th 2021 Motion: Tyler Ellis Seconded: Christine Passarello Carried
5. Committee Reports & Business Arising from Committee Reports
  - a) Trustee of Council Report – Street Sweeping has begun, Streetscape going well, Covid Vaccine Clinic and test centre closed on March 30<sup>th</sup>.
  - b) Chair Report – HR committee for CEO review has met already and Annual Report statement (from Chair) was reviewed by the board.
  - c) CEO Report – CEO spoke to report
  - d) Monthly Finance Report – Room Rental revenues are down. Slow uptake in room bookings. People seem hesitant book spaces. The library has put out the information in the community regarding room rentals including a recent interview the CEO had with the Forester where Room Rentals were talked about for the article.
  - e) Youth Services Librarian Report – CEO spoke to Beginner Readers project that was completed by a placement from a Nipissing University Education student.
  - f) Community Engagement Coordinator Report - CEO spoke to great initiatives that are going to be worked on with the Huntsville BIA for October Library Month.

- g) Board Development Committee ([OLS Annual Report](#) and Staff/Board Workshop in May) – Post Covid Planning – Start towards a Strategic Plan – discussing details

Motion to Approve Committee Reports: Christine Passarello Seconded: Karin Terziano Carried

6. In-Camera – Staffing – Library Act:

- a) Section 16.1 (4) (b) personal matters about an identifiable individual
  - Motion to Move In-Camera: Tyler Ellis Seconded by Karin Terziano 10:16 AM
  - Motion to Move Out of Camera: Ray Love Seconded by Tyler Ellis 10:26 AM

7. New Business

- a) Policy Review
  - Motion by Linda Leckie Seconded by Christine Passarello to approve the Code of Conduct Policy as amended. Carried
  - Motion by Ray Love and Seconded by Linda Leckie to approve the Technology Policy as amended. Carried
- b) January and February 2019-2022 Library Statistics Comparison - CEO spoke to stats gathered by Youth Services Librarian. Numbers are coming up in service usage. Still not to pre-pandemic levels but looking positive.
- c) May Board meeting - Board will revisit this topic every month to decide whether they will meet in person or virtually. The May meeting will be virtual over Zoom.

8. Roundtable:

- Tyler – Little Free Library – Tyler suggested setting up little free libraries in the community and potentially getting businesses to sponsor them. The CEO stated that is something that we are currently pursuing and have started to work with community partners in setting up little free libraries for their clientele first and then would expand from there as funds allow.

9. Date of Next Meeting: May 10<sup>th</sup> 2022 9:30 AM Location Zoom

10. Adjournment. Motion: Tyler Ellis 10:55AM