

Woodstock Public Library Board

Meeting Minutes June 19, 2024

A regular meeting of the Woodstock Public Library Board was held on Wednesday, June 19, 2024, at 4:15 pm, in the Meeting Room at the Woodstock Public Library.

a) The following Board members were present:

Mary Anne Silverthorn, Chair
Danielle Barry, Vice Chair
Lynn Wareing, Trustee
Ken Whiteford, Trustee
Councillor Kate Leatherbarrow
Councillor Bernia Martin

b) The following Board members sent regrets:

Councillor Deb Tait

c) The following persons were also present:

Lindsay Harris, CEO
Megan Cook, Director of Library Services/Deputy CEO
Lori Peixoto, recorder

1. Call to Order

The Chair called the meeting to order at 4:15 pm.

2. Indigenous Acknowledgement

The Library Board would like to acknowledge that we are meeting on traditional and ancestral land of the Haudenosaunee, Lanape, and Anishnaabek Peoples. We thank all generations of people who have taken care of this land and recognize and reflect upon their historic and present connection and contributions to this land and place.

3. Approval of the Agenda

Motion 24-44

MOVED by L. Wareing and seconded by B. Martin to approve the Agenda.

Motion carried.

4. Declaration of Conflict of Interest

None.

5. Minutes of the Meeting of May 14, 2024

Motion 24-45

MOVED by D. Barry and seconded by K. Leatherbarrow to approve the Minutes of the meeting of May 14, 2024.

Motion carried.

6. Business Arising from the Minutes

a) Strategic Plan

L. Harris and M. Cook updated Trustees on the meeting held by the Strategic Plan Steering Committee earlier in the day. Discussion was had regarding types of community engagement to be sought over the summer, dates for surveys, and Board Trustee involvement at community events.

7. Chairperson's Remarks

M.A. Silverthorn reminded Trustees of the staff appreciation lunch in July.

8. Delegations/Presentations

None.

9. Board Education

None.

10. Consideration of Correspondence

None.

11. Administrative Reports

a) Monthly Report

i. Report of the Chief Executive Officer

L. Harris provided details on training sessions that were attended since the previous meeting, and also noted highlights of the Library's staff development day.

L. Harris noted that City IT support for the Library is now in place, working onsite.

ii. Report of the Director of Library Services/Deputy CEO

M. Cook provided details on library programming, noting that the month of May saw the highest number of program attendees thus far.

M. Cook reported on the success of the Friends' book sale, being the highest in recorded sales in recent history.

b) Statistics: Library Systems Activities for the month of May, 2024

L. Harris reported that typically, statistics would dip slightly in the month of May, but it wasn't the case this year. Active cardholders and new cardholders stats were continuing to increase.

c) Policy Review

None.

12. Committee Reports

a) Ontario Library Service Trustee Assembly

None.

b) Health and Safety

Motion 24-46

MOVED by B. Martin and seconded by K. Whiteford that the Board approves the Minutes of the Joint Health and Safety Committee for the meeting of March 27, 2024.

Motion carried.

13. Finance

a) Treasurer's Report

Motion 24-47

MOVED by L. Wareing and seconded by K. Leatherbarrow that the DRAFT Statement of Revenues and Expenditures for the period ending May 31, 2024, and the DRAFT Summary of Trust Account for the period ending May 31, 2024, and

the DRAFT Summary of the Jessie McDougall Trust Fund for the period ending May 31, 2024, be received as information.

L. Harris explained that the Library was underspent at the time of the meeting. Some facilities repairs would be on the books in the coming weeks including HVAC and the water fountain refill station. Snow removal quotes were being sought ahead of the winter months, and this would likely change the budget line for the following year.

Motion carried.

14. New Business

None.

15. Notices of Motion

None.

16. Attachments

None.

17. Committee of the Whole In-camera

Motion 24-48

MOVED by K. Whiteford and seconded by B. Martin that the Board moves into Committee of the Whole In-camera at 4:52 pm regarding labour relations and/or employee negotiations.

Motion carried.

Motion 24-49

MOVED by B. Martin and seconded by L. Wareing that the Board moves out of Committee of the Whole In-camera at 5:12 pm.

Motion carried.

Motion 24-50

MOVED by D. Barry and seconded by K. Leatherbarrow that the Board approves the Agenda for the Meeting of the Committee of the Whole In-camera.

Motion carried.

Motion 24-51

MOVED by D. Barry and seconded by B. Martin that the Board approves the Minutes of the Committee of the Whole In-camera for April 9, 2024.

Motion carried.

In closed session, the Board received an update on pay equity and negotiations.

18. Next Meeting

Tuesday, September 10, 2024, 4:15 pm.

19. Adjournment

MOVED by B. Martin that the meeting adjourn at 5:17 pm.

Vision

Your Destination for Discovery

Mission

A welcoming place to create, connect and explore.