



**Callander Public Library Board  
Meeting Agenda  
December 6th, 2023, 6:00pm**

**Location: Callander Public Library, 30 Catherine St. W., Callander, ON**  
***Participants may also attend via Zoom***

1. Call to order
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Presentation by TCI and Associates of the Library Service Review
5. Consent Agenda:
  - a. Adoption of
    - i. October 18, 2023 Minutes
    - ii. November 8, 2023 Minutes (Special Meeting)
  - b. Library Operations Report
    - i. November Operations Reports
  - c. Financial Reports
    - i. September Financial Report
    - ii. October Financial Report
  - d. Committee Meeting Minutes
    - i. External Affairs Committee November 24, 2023
  - e. Correspondence:
    - i. None
6. Ongoing Business:
  - a. Policies
    - i. For Approval:
      - Code of Conduct (Patron)
    - ii. For Comment:
      - Financial Control and Oversight (Online Banking discussion will impact)
      - HR: Hiring and Orientation
      - Hours of Work and Disconnecting from Work
      - Human Resources Management
  - b. Draft MOU and Lease Agreement with Municipality of Callander – no update
  - c. Communication Plan – no update

- d. Marketing Plan - to be dealt with under Workplan 2024
  - e. OLS Board Assembly Meeting
  - f. Online Banking Report
7. New Business:
- a. Hub Report
  - b. Valuing Your Library Toolkit
  - c. Canada Summer Jobs & Ontario Summer Experience Programs – Motion to apply
  - d. OLA Super Conference
  - e. Literacy Day Carnival
  - f. Little Free Pantry
  - g. Workplan 2024
  - h. Board Member Survey
  - i. Library Holiday Hours
  - j. Board Meeting Schedule 2024
  - k. Board Member Comments
8. Next regular meeting January, 17<sup>th</sup>, 2023 at 6:00pm