



Callander Public Library Board June 21, 2023 Minutes

Board Members in attendance in-person: David Villard, Jo Sawyer, Leslie Boudreau, John Davis, Alison Peden, and Melissa Sones

Virtually: Barb Boland

Regrets: Robb Noon

Location: Callander Public Library and Zoom

1. **Call to order:** at 6:00pm
2. **Declaration of pecuniary interest** – none expressed
3. **Approval of Agenda**

Motion: 2023-06-45

That the board approve the agenda as presented.

Moved: J. Sawyer, Seconded: A. Peden

Approved

4. **Consent Agenda**
 - a. Adoption of
 - i. May 17, 2023 Minutes
 - ii. Special Meeting June 14, 2023 Minutes
 - b. Library Operations Report
 - i. May Operations Reports
 - c. Financial Reports
 - i. May 2023
 - d. Committee Meeting Minutes
 - i. External Affairs Committee May 17th, 2023
 - ii. Planning and Policy Committee May 30, 2023
 - e. Correspondence:
 - i. None

Motion: 2023-06-46

That the board approves the Consent Agenda with the following correction: Special Meeting June 14, 2023 Minutes, Motion: 2023-06-43 should read: That the board approves the agenda.

Moved: A. Peden, Seconded: J. Sawyer

Approved

5. **Ongoing business:**
 - a. Policies
 - i. In Progress:

1. Information Services
2. Code of Conduct – was differed, M. Sones to seek clarification from OLS
3. Naming Policy – will be removed from the agenda, it will go back on when the Planning and Policy Committee has a draft ready for board approval.

Motion: 2023-06-47

That the Board approves the Information Services Policy as amended.

Moved: A. Peden, Seconded: J. Sawyer

Approved

- b. PHARA partnership : Signs have been completed and installed on the washroom by the bathroom. This free service is open to anyone in the community.
- c. Library Service Review: The RFP for a Library Service Review is public.
- d. Sarah Badgley Literacy Fund: The library was successful in phase one and has submitted for the second phase
- e. International Dyslexia: The library application for another International Dyslexia Association Ontario Mini Grant, funds will be received later this summer and items will be purchased well in advance of Dyslexia awareness month in October.
- f. Blue Sky Group: The summer initiative “Blue Sky Library Adventure: one library at a time”, will begin this summer with libraries in our region sharing the event and encouraging residents and visitors to participate.
- g. Friends of the Library Group: a letter was sent out to all current members indicating that the Friends Group will fold and funds will be use for community outreach at Municipal events, like FunFest and Cranberry Days.
- h. Canada Summer Jobs response from the MP’s office: M. Sones sent a letter to Anthony Rota regarding the Canada Summer Jobs funding. The library still hasn’t received a response whether or not their application was successful. In an email response from the MP’s office, it was indicated that they are compiling letters from organizations in the riding and that the MP has brought forward these concerns to Canada Summer Jobs.
- i. Communication Plan: the communication plan was shared with the board for comments, M. Sones will bring those comments to staff.
- j. Marketing Plan: the marketing plan was shared with the board for comments, M. Sones will bring those comments to staff.

6. New Business:

- a. Science North Program Summer 2023: Science North is resuming their summer outreach: explore the science of space with 6 interactive tables filled with hands-

on activities. Three hours long includes 1 live show, cost \$390.00 proposing funds come from programming donations from last year.

Motion: 2023-06-47

That the board approves the use of \$390.00 (not including taxes) from programming donations to be used to cover the cost of Science North's Outreach program this summer. The program will be free for everyone.

Moved: J. Davis, Seconded: J. Sawyer

Approved

- b. Appointment of Board Member to represent the Library Board on the Municipal Ad Hoc Building Committee

Motion: 2023-06-48

That the board appoints David Villard to the Municipal Ad Hoc Building Committee.

Moved: A. Peden, Seconded: J. Sawyer

Approved

- c. Library Policies to be rescinded: discussion regarding library policies that are no longer required.

OP-02 E-Reader Policy – now included in Circulation Policy

OP-08 Staff Opening and Closing Policy – this operational and should be a procedure

OP-12 Seniors Technology Lending Policy – now included in Circulation Policy

OP-05 Procurement of Goods and Services - replaced with FIN-02 Procurement Policy)

HR-002 Policy for Telecommuting (Temporary) – put in place during pandemic, will now be covered by HR Policy when completed.

HR-03 COVID-19 Vaccination Policy – no longer relevant

Motion: 2023-06-49

That the Board repeals the following policies:

OP-02 E-Reader Policy

OP-08 Staff Opening and Closing Policy

OP-12 Seniors Technology Lending Policy

OP-05 Procurement of Goods and Services (replaced with FIN-02 Procurement Policy)

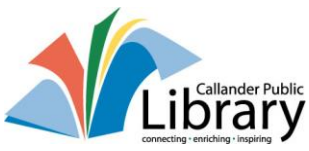
HR-002 Policy for Telecommuting (Temporary)

HR-03 COVID-19 Vaccination Policy

Moved: J. Davis, Seconded: J. Sawyer

Approved

- d. Board Member Comments: M. Sones noted that the Powassan Library is hosting an event with Lisa LaFlamme



- 7. In-camera session: not required
- 8. Business arising from in-camera session: not required
- 9. Next Meeting September 20th, 2023 at 6:00pm
- 10. Meeting Adjourned: 7:09 pm

Board Chair: _____ Date: _____
David Villard

Secretary: _____ Date: _____
Melissa Sones