

**Prescott Public Library  
Library Board Meeting  
June 25<sup>th</sup>, 2019  
At the Prescott Library  
6:00 P.M.**

**ATTENDEES:**

Darien Watson/Vice-Chair  
Jean Burton-Fox/Treasurer  
Mavis Jale/Secretary  
Elaine McCurdie  
Tom Van Dusen  
Jane McGuire/Chief Librarian/CEO  
Lee McConnell/Council Rep

**REGRETS:**

Joe Muise/Chair  
Karen Hume  
Nancy Brunton

**CALL TO ORDER:**

Meeting called to order at 6:06pm.

**DECLARATION OF A CONFLICT OF INTEREST:**

There was no conflict of interest from any of the board members.

**RESPECT & ACKNOWLEDGE DECLARATION:**

“We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunega (St. Lawrence Iroquois), Huron-Wendat, Onida, Anishaabe, and Mohawk People”.

**APPROVAL OF BOARD MEETING AGENDA:**

It was moved by Jean Burton-Fox and seconded by Elaine McCurdie to approve the minutes of the meeting of May 28, 2019.

Motion Carried

**APPROVAL OF PREVIOUS MEETING MINUTES OF APRIL 23rd, 2019:**

It was moved by Jean Burton-Fox and seconded by Lee McConnell to approve the minutes of the previous meeting of May 28, 2019.

Motion Carried

**BUSINESS ARISING FROM THE MINUTES May 28, 2019:**

Provincial cuts to SOLS Budget:

- The majority of libraries are back with ILL. They are redoing their polices for post budget.
- SOLS has \$340,000 to reimburse interlibrary loans. We will be reimbursing 81 cents per loan.

**NEW BUSINESS:**

None

**CORRESPONDENCE/COMMUNICATIONS:**

None

**POLICY MANUAL REVIEW:**

No Changes to: OP-01, 02, 05, 07, 08, 09, 10, 11, 12, 16, 17

**Changes to OP-04, Section 3: Borrowing**

1. c) CDs: Borrowing period is 3 weeks. Patrons may borrow up to 2 titles at one time. This will be changed to: 1. c) CDs and DAISEYs. Same stipulations.

After 1. c) the following will be added:

d) Park and Museum Passes: Patrons may borrow for 4 library business days.

e) Periodicals: Borrowing period is 3 weeks. Patrons may borrow up to 6 titles at one time.

f) MAPSacks: Borrowing period is 3 weeks.

**Changes to OP-4 - Schedule C - Fine Schedule**

The point that states, "\$1 per DVD, Museum Pass per day" will have MAPSacks and Park Passes added.

**Changes to OP-13**

1. b) Providing self service kiosks, including OPACS, computer workstation, and self-check-out terminals, equipped with assistive technology and a range of accessibility features.

This will be changed to: Providing OPACS and computer workstations equipped with assistive technology and a range of accessibility features.

**Changes to OP-14**

1. Cell Phone Use
  - a) To be fair to all patrons of the Prescott Public Library because of the following points, there will be no cell phone use in the Library.

This sentence will be changed to: To be fair to all patrons of the Prescott Public Library there will be no cell phone use in the library.

The points that begin with: "Text bullying was happening....." and "Ringling of cell phones ....." will be removed.

**Changes to OP-14**

2. Dogs in the Library

This will be changed to: 2. Pets in the Library

- a) To be fair to all patrons of the Prescott Public Library because of the following points, there will be no dogs allowed in the Library. Exception to this policy will be service dogs. The last point is the sign we have hanging throughout.

This will be changed to: a) To be fair to all patrons of the Prescott Public Library there will be no pets allowed in the Library. Exception to this policy will be registered service dogs.

The points that begin with: “ Patrons with allergies.....” and “Patrons started bringing.....” will be removed.

The following will be added: 2. b) A sign with the message “No Pets Allowed” will be displayed at the library entrance.

### **Changes to OP-15- Section 3: The Accessibility Plan**

3. The plan is now in place, and will be reviewed and updated at least once every five years. This will be changed to: 3. The plan is now in place, and will be reviewed and updated every four years.

Moved by Jean Burton-Fox and seconded by Elaine McCurdie to approve all changes.

Motion Carried

Review PER-01 to PER-10 for next meeting.

### **TREASURER’S REPORT:**

Moved by Jean Burton-Fox and seconded by Mavis Jale to pay invoices #68 to #76 in the amount of \$1,086.93.

Motion Carried

### **CHIEF EXECUTIVE OFFICER’S REPORT:**

- Frances Gagnon placed a Canada Day layout in the display case.
- Shakespeare books to go with this seasons plays will be on display.
- TD Summer Reading Club 2019. Registration after June 28<sup>th</sup>.
- Storytime at the Prescott Public Library: Friday mornings 10am to 11:30am, birth to 6 years (older siblings welcome), July 12, 19, 26 and August 1, 8 and 15. Tuesday afternoons, 2pm to 3:30pm, ages 7-9, July 9, 16, 23, 30 and August 6 and 13.
- Magic by John Pert, August 20 at 2:30pm. For entire family. No charge.
- Library Holidays: Closed July 1, August 5, and September 2.
- Summer hours: Closed Saturdays in July and August, includes Labour Day Weekend.

### **ANY OTHER BUSINESS**

None

### **NEXT MEETING**

September 24, 2019 at 6pm

### **ADJOURNMENT 7:42pm**

Motion to adjourn Jean Burton-Fox and seconded by Elaine McCurdie.

Motion Carried