

**MINUTES OF THE PRESCOTT PUBLIC
LIBRARY BOARD MEETING
HELD ON OCTOBER 16th, 2018
AT THE PRESCOTT PUBLIC LIBRARY**

ATTENDEES:

Virginia Leonard/Vice Chair
Dianne Gauthier/Secretary
Lee McConnell/Council Member
Jane McGuire/Chief Librarian/CEO
Darien Watson

REGRETS:

Joe Muise
Jean Burton-Fox
Nancy Brunton

CALL TO ORDER:

The Vice Chair Virginia Leonard called the meeting to order at 6:09 p.m.

RESPECT AND ACKNOWLEDGEMENT DECLARATION:

Darien Watson read the following statement as outlined in the Truth & Reconciliation Commission Report. "We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee (St Lawrence Iroquois), Huron-Wendat, Oneida, Anishinaabe, and Mohawk People." Lee McConnell wondered if this statement was necessary. He will investigate and let the Board know of his findings.

DECLARATION OF CONFLICT OF INTEREST:

There was no conflict of interest from any of the Board Members.

APPROVAL OF AGENDA:

Jane McGuire wished to add Friends of the Library update under New Business.

As there were no other additions/changes, **it was MOVED by Frances Gagnon and SECONDED by Darien Watson that the Agenda be approved as presented.**

MOTION CARRIED

PREVIOUS MEETING MINUTES OF SEPTEMBER 25th, 2018:

The Vice Chair requested if there were any changes to be made to the Previous Meeting Minutes of September 25th, 2018. As there were no changes to be made, **it was MOVED by Darien Watson and SECONDED by Frances Gagnon to approve the minutes as previously submitted.**

MOTION CARRIED

BUSINESS ARISING FROM THE PREVIOUS MINUTES OF SEPTEMBER 25th, 2018:

. Review of the Strategic Planning Document. As the Chair Joe Muise was absent, it was **AGREED** to table this Agenda Item to the November 20th meeting.

NEW BUSINESS:

FRIENDS OF THE PRESCOTT LIBRARY

Jane McGuire advised the Board that the Friends of the Prescott Library have dissolved, closed their bank account and donated \$226.36 to the Library. It was **AGREED** to retire By Law Gov 09.

CCTV SECURITY SCREEN

Jane McGuire went on to highlight the quotes from Secureway on a 23.8 and 27 inch LED Security Monitor. It was **AGREED** by the Members to go with a 27 inch monitor. **It was MOVED by Darien Watson and SECONDED by Frances Gagnon to approve this expense of \$581.60**

MOTION CARRIED

CORRESPONDENCE:

Jane McGuire/CEO spoke on a document received from the Ministry of Tourism, Culture and Sport – Ontario Honours and Awards Secretariat. They are inviting Libraries to submit a nomination for the Ontario Medal for Good Citizenship. The Board **AGREED** that the Prescott Public Library will not be submitting a name for this award.

TREASURER'S REPORT:

Jane McGuire spoke on the receivables, bank account, specifically advising that she and the Treasurer Jean Burton-Fox were successful in obtaining online access to the Library's bank account, for navigation purposes only. This will eliminate the need for the bank to issue a monthly bank statement and will reduce our monthly fee by \$4.50. For the receivables, September/October period (item #109 to #120- \$1,859.72, **it was MOVED by Dianne Gauthier and SECONDED by Lee McConnell to pay the bills as presented.**

MOTION CARRIED.

CHIEF EXECUTIVE OFFICER'S REPORT:

Jane McGuire highlighted the following in her report:

- . Displays
- . Staff Holidays
- . Provincial Grant
- . Storytime
- . Circulation and Memberships

ANY OTHER BUSINESS:***Wheelchair Accessibility/Lift repair***

The Members had a lengthy discussion regarding the lift repair. It was **AGREED** to go ahead and find the best solution to make the Library compliant with the Accessibility and Safety federal and provincial guidelines. Lee McConnell and Jane McGuire will give recommendations at the November 20th meeting.

Lee McConnell noted that this topic is part of the Strategic Direction #2 – Facility – Goal 2.

DATE AND TIME OF NEXT MEETING:

The Library Board Members will meet next on November 20th, 2018.

ADJOURNMENT:

It was MOVED by Darien Watson and SECONDED by Dianne Gauthier to close the meeting at 6:41 pm

MOTION CARRIED

**Respectfully Submitted
Dianne Gauthier/Secretary**