

**Prescott Public Library  
Library Board Meeting  
March 19, 2019  
At the Prescott Library  
6:00 P.M.**

**ATTENDEES:**

Joe Muise/Chair  
Darien Watson/Vice-Chair  
Jean Burton-Fox/Treasurer  
Mavis Jale/Secretary  
Elaine McCurdie  
Jane McGuire/Chief Librarian/CEO

**REGRETS:**

Frances Gagnon  
Nancy Brunton  
Tom Van Dusen  
Karen Hume  
Leanne Burton/Council Rep

**CALL TO ORDER:**

Meeting called to order at 6:00 pm.

**RESPECT & ACKNOWLEDGE DECLARATION:**

“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, Onida, Anishaabe, and Mohawk People”.

**DECLARATION OF A CONFLICT OF INTEREST:**

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

**APPROVAL OF BOARD MEETING AGENDA:**

It was moved by Jean Burton-Fox and seconded by Darien Watson to approve board meeting agenda.  
Motion Carried

**APPROVAL OF PREVIOUS MEETING MINUTES OF FEBRUARY 26<sup>TH</sup>, 2019:**

It was moved by Jean Burton-Fox and seconded by Darien Watson to approve the minutes of the previous meeting of February 26<sup>th</sup>, 2019.  
Motion Carried

**BUSINESS ARISING FROM THE MINUTES OF FEBRUARY 26<sup>TH</sup>, 2019:**

None

**NEW BUSINESS:**

Strategic Planning: add to regular board meeting agenda in future.

**CORRESPONDENCE/COMMUNICATIONS:**

None

**POLICY MANUAL REVIEW:**

The whole manual will be discussed and voted on. This will be done throughout the year by reviewing parts of the manual before attending each board meeting.

**Two New Policies to be voted on:****Policy #OP-16 Operational - The Library and Political Elections**

Moved by Joe Muise and seconded by Darien Watson to add Policy #OP-16 to policy manual.  
Motioned Carried

**Policy #OP-17 Operational - Occupational Health & Safety**

Moved by Joe Muise and seconded by Darien Watson to add Policy #OP-17 to policy manual.  
Motioned Carried

**Review "Foundation Documents" FD-01 to FD-04 and "Board Bylaws" BL-01 to BL-06 for next meeting in April.**

**TREASURER'S REPORT:**

Pay invoices #31 to #42 in the amount of \$3,857.97.  
Moved by Joe Muise and seconded by Elaine McCurdie to pay invoices.  
Motion Carried

We are waiting for budget to be approved.

**CHIEF EXECUTIVE OFFICER'S REPORT:**

- Bought prizes for summer reading club.
- Jean Burton-Fox will be doing story time for older children, art and crafts for younger children for summer programs.
- Joe Muise is doing robots again due to popular demand. Date to be announced.
- The library was busy during March break.
- The museum passes were very popular.
- Hours for Easter: Closed Friday April 19 to Monday April 22 inclusive.

**ANY OTHER BUSINESS:**

None

**NEXT MEETING:**

April 23, 2019 at 6:00 PM

**ADJOURNMENT 7:10 PM**

Moved to adjourn by Joe Muise, seconded by Jean Burton-Fox.  
Motion Carried