

Monday, February 27, 2017  
Buell St. Room, Brockville Public Library

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**1. CALL TO ORDER:** 5:01 p.m.

**PRESENT:** Board Members: N. Bowman, J. Cullen, C. Quick, C. TeKamp, R. Sands, L. Wales, M. Wicklum.  
Staff: L. Chadwick.  
Regrets: C. Hannah.

**2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):**

N. Bowman talked about her attendance at the conference, the re-accreditation award presentation and the OLBA Boot Camp. The Family Day event for the joint celebration of The Family Room: Rotary Brockville and the new water bottle filling station provided by the Healthy Kids Community Challenge was very successful and enjoyable. N. Bowman and L. Chadwick attended a planning meeting for the second Brockville Community Hub.

**3. APPROVAL OF THE AGENDA**

Moved by R. Sands and seconded by C. Quick. Carried.

**4. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST:** None.

**5. CONSENT AGENDA:**

- a. January Board minutes.
- b. January financial report and statistics.
- c. January/February CEO report.

Moved by M. Wicklum and seconded by L. Wales..."That the Brockville Public Library Board accepts the consent agenda which includes the January Board minutes, January statistics and the January/February CEO report." Carried.

**6. FOR DISCUSSION/DECISION**

- a. Board Officer positions – review:

The Board officer positions will be status quo.

- b. Board Recruitment:

There is a vacant Board position given that there will no longer be a City Council representative appointed to the Library Board. N. Bowman will contact the City Clerk requesting an advertisement be issued for a new Library Board member.

- c. 2017 Salary & Wages – motion required:

Moved by C. Quick and seconded by R. Sands..." In compliance with a directive from the City of Brockville, the Brockville Public Library Board approves a 1.8% pay increase for Library employees (excluding pages) effective January 1, 2017." Carried.

- d. Community Foundation annual contribution:  
Moved by C. TeKamp and seconded by M. Wicklum..."That the Brockville Public Library Board approve a 2017 contribution of \$500.00 to the Brockville and Area Community Foundation for the purpose of achieving the required \$5,000 threshold."  
Carried.
- e. CEO Search:  
The Library CEO employment opportunity was posted on February 14, 2017 with a closing date of March 4, 2017. The advertisement is posted on various library and university employment sites including the City of Brockville.

**7. FOR EXPLORATON**

- a. Joining the Library – 14 Policy - review:  
A few revisions were requested. The final policy, including revisions, will be tabled at the Board meeting on March 27, 2017.
- b. Advocacy: sharing|promoting|celebrating BPL:  
OLA Conference attendance and upcoming area trustee meeting.

**8. ITEMS FOR NEXT AGENDA**

- a. Joining the Library – 14 – final document.
- b. Updated CEO performance appraisal

**9. PRIVATE SESSION**

Moved to private session by L. Wales at 5:55 p.m. to discuss personal matters. Moved out of private session at 7:00 p.m. by M. Wicklum.

**10. MEETING EVALUATION:** Deferred.

**11. ADJOURNMENT:** Moved by C. Quick at 7:05 p.m.

**NEXT MEETING:** Monday, March 27, 2017 at 5:00 p.m. at the Library.