

Monday, April 9, 2018
Buell St. Room, Brockville Public Library

1. CALL TO ORDER: 5:02 p.m.

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

2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):

N. Bowman remarked on the Ontario government's commitment to increasing the funding for public libraries. N. Bowman will be writing 'thank you' letters to relevant elected officials.

3. APPROVAL OF THE AGENDA

Moved by C. Quick and seconded by M. Wicklum. Carried.

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

5. CONSENT AGENDA:

- a. February Board minutes
- b. February Statistics & Financial report
- c. 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 February Board minutes as amended, February Statistics & Financial report, and February CEO report." Carried.

6. FOR DISCUSSION/DECISION

a. Anti-Spam Policy

N. Bowman commented that the Anti-Spam Policy will be included in the new Board orientation.

Moved by C. Quick and seconded by J. Cullen... "That the Brockville Public Library Board approves the recommended revisions to the Anti-Spam Policy as presented." Carried.

b. Human Resources (Bill 148)

Moved by M. Wicklum and seconded by L. Wales... "That the Brockville Public Library Board approves the recommended revisions to the Human Resources Policy 9-17 and 9-19 as presented." Carried.

c. Service Levels

Moved by R. Sands and seconded by C. Quick... "That the Brockville Public Library Board approves the recommended revisions to the Service Levels Policy as presented." Carried.

d. Charitable gifts in-kind

E. Farrell, N. Bowman and C. Quick updated the Board on an email from a customer regarding charitable gifts in-kind. After discussion, the Board decided not to make any changes to the current policies regarding gifts and donations.

e. My Giving Library/ Roots and Wings

E. Farrell commented on a \$3,000 donation to the My Giving Library campaign. E. Farrell commented that she is currently unable to find any terms of reference for the Roots and Wings campaigns.

f. 2017 annual report (draft)

E. Farrell presented a revised draft of the 2017 annual report. N. Bowman will draft a cover letter to accompany the 2017 annual report.

g. Board succession planning

N. Bowman presented a draft plan for Board succession.

7. FOR EXPLORATON

a. Advocacy: sharing|promoting|celebrating BPL

b. Upcoming events

- April 21, 1pm: Friends of the Library Meet the Author event
This month's author is Jena Wren, Library Page. Jena will be discussing her novel *The Sad Storytellers Club*.
- L. Wales commented on the upcoming elections and the role libraries can play in helping the community get informed on the voting process and on the candidates.

8. ITEMS FOR NEXT AGENDA

- Meeting room policy review
- Auditor report
- Review and discussion of Library statistics

9. PRIVATE SESSION

Moved to private session by L. Wales at 5:57 p.m. to discuss personal matters. Moved out of private session and take action on the motion approved at 6:15 p.m. by R. Sands.

10. MEETING EVALUATION: Deferred.

11. ADJOURNMENT: Moved by J. Cullen at 6:16 p.m.

NEXT MEETING: Monday, April 23, 2018 at 5:00 p.m. at the Library.

Signature of the Chair: _____
(after approval)