

Hastings Highlands Public Library Board
 June 14, 2017 Meeting Minutes
 Meeting held in Program room at 9:30 am

Board Member Attendance		Board Member Attendance	
Kathy Irwin - Chair	x	Christine Hass - Director	x
Marjory McPherson - Vice Chair	x	Anne Coleman - Director	x
Vivian Bloom – Municipal Representative	R	Kristina Schutt - Director	x
Staff Attendance		Guest Attendance	
Kimberly McMunn – CEO, CRO Secretary/Treasurer, Barbara Lindenberg – Interim Library Manager	x ?		

#	Description/Action Required	Responsibility
	Call to Order	Chair/Vice Chair
1	Approval of Agenda That the Agenda be approved with correction to date and time slots added.	Board & Staff Resolution # 17-16 M: Anne Coleman S: Christine Hass Carried.
2	Declaration of Conflict of Interest - none	ALL & Staff
3	Minutes That the Minutes be accepted with the addition of Barbara Lindenberg, Interim Library Manager attending the May Board meeting.	Board & Staff Resolution # 17-17 M: Anne Coleman S: Marjory McPherson Carried.
4	Business Arising from Minutes <ul style="list-style-type: none"> • Social Media Policy under consideration. • Chamber of Commerce presence in library to be revisited in the fall. • Summer Newsletter including summer programming completed by Barbara. • CEO Contract and Job description tabled until fall. • Barbara posted Mike Bossio’s visit to our Cultural Corner. Charitable Status – That an application for Charitable Status be submitted to CRA with Kathy Irwin and Marjory McPherson signing as directors.	Board & Staff Resolution # 17-18 M: Marjory McPherson S: Kristena Schutt Carried.
5	Reports	Board & Staff
a	CEO <ul style="list-style-type: none"> • CEO desk manual is under development to assist with succession planning • Bancroft Library CEO Chris Stephenson and HHPL CEO delivered a presentation to the Education Institute on Outcome-Based Planning. It was heard across Canada. 	CEO

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b	Secretary <ul style="list-style-type: none"> • The Municipality of Carlow/Mayo sent a letter to the Ministry of Tourism, Culture and Sport citing the value of public libraries to rural municipalities and requesting increased, sustainable funding. • HHPL CEO was asked (and accepted) to present at AMO on Community-hubs. The presentation will be on August 14. 	CEO
c	Treasurer <ul style="list-style-type: none"> • The CEO provided a draft budget presentation to the board. • The board decided to seek an increase of \$20,000 to raise Municipal funding to \$150,000 for 2018. 	CEO Resolution # 17-19 M: Anne Coleman S: Christine Hass Carried.
d	Committee <ul style="list-style-type: none"> • OPQP update – Carlow/Mayo group have 2 barn quilts hanging and many others are in process. The group are hoping for completion in August and will be added to Hastings County GIS in the fall. 	Board
e	Trustee <ul style="list-style-type: none"> • A copy of Spring Trustee Minutes was submitted by Kathy Irwin. • OLBA is looking at library needs with push for connectivity funding as a mandate. • Staff training surveyed and moved to better accommodate staff time and training budgets. • Trustees provided notes on various library events. • Next trustee meeting is November 4th. 	Board
f	Council – tabled until next meeting.	Municipal Rep.
6	Strategic Plan – to be ready for Council presentation.	Board & Staff
7	Policies – The CEO provided a summary of Policy progress. The Board requested that their electronic copies be updated for September’s meeting.	Board & Staff
8	New Business - Free Library is being installed at the Baptiste Lake Marina. A discussion was held about other possible future locations.	Board & Staff
9	Other Business <ul style="list-style-type: none"> • Maynooth Madness reminder • Library will get a tent and attend Farmers’ Market when possible. 	Board & Staff
10	Next Meeting Date: Wednesday, September 27th	Board & Staff
11	Adjournment moved by Marjory at 12:05 pm	