

Hastings Highlands Public Library
March 23, 2017 Meeting Minutes
9:30 am in the Program Room

Attendance:

Vivian Bloom, Municipal Representative	YES	Anne Coleman, Director	YES
Chris Hass, Director	YES	Kathy Irwin, Chair	YES
Marjory McPherson, Vice Chair	YES	Kristena Schutt, Director	YES

Staff: Kimberly McMunn, CEO/Chief Librarian, Secretary/Treasurer, CRO

Welcome by Board Chair

1) Call to order by Kathy Irwin

2) Declaration of Conflict of Interest-none

3) Approval of Agenda

Resolution #17-05

Moved by: Anne Coleman

Seconded by: Vivian Bloom

That the agenda be accepted as presented. All in favour. Carried.

4) Minutes

Resolution #17-06

Moved by: Anne Coleman

Seconded by: Chris Hass

That the minutes of March 15, 2017 be accepted.

5) Business arising from minutes March 15, 2017.

- CEO

The CEO met with Maureen Kelly of Loyalist College. Maureen hopes to be able to offer a workshop that will result in a kiosk in Hastings Highlands courtyard.

Policy HR-07 was missed being mentioned in the minutes of November 2016 although it was part of the resolution. The Board reviewed Policy HR-07 again with Peggy Malcom with no changes made.

- Treasury -

Resolution #17-07

Moved by Marjory McPherson

Seconded by Anne Coleman

That the Treasury report formats will be presented with verbal highlights monthly and actuals on a quarterly basis.

Resolution #17-08

Moved by Marjory McPherson

Seconded by Chris Hass

That the Proposed 2017 proposed budget be accepted as presented. All in Favour. Carried

**Note: The Municipality has decided to set budgets earlier in 2018. The Library Board will begin discussing next year's budget in June and work towards a budget delegation with Council for October.*

Business arising from minutes continued...

- Committee
Barn Quilt Project has been taken on by Katharine Irwin and Carol Russell.
Chris Hass and Marjory McPherson have offered to submit the request for charitable status
- Trustee
There has not been a response from the ListServe to inquiries about EORN
April 22nd is the next Trustee meeting
Anne e-mailed her OLA Super Conference Report to the Board
- Council
Chair Katharine Irwin presented the Centre and Library Reports to Council

7) Strategic Plan – Next steps are to review the Foundation Policies

8) Policies

Resolution #17-09

Moved by Anne Coleman

Seconded by Kristena Schutt

That the Inclement Weather Policy OP-20 be accepted as revised by Peggy Malcom.

9) New Business:

- Interim CEO – It has been decided to offer a contract position for 8 hours plus staff coverage over the next 6 months with pay based on administration and library experience and knowledge. Position to start immediately and complete at the end of September. Funding for this position will come from the reduced hours of the current CEO who has asked (and was granted) some personal time.

10) Other Business

- Vivian shared that Stewardship day will be held on August 2, 2017
- Anne Coleman suggested a template for the minutes that could be completed during the meeting.

11) Next meeting is Wednesday, April 26th. Meeting Adjourned at 11:50 pm by Chris Hass.