

Fort Frances Public Library Technology Centre

Board Meeting Minutes

July 22, 2020

The meeting of the Fort Frances Public Library Board was in the Shaw Community Hub at the FFPLTC on Wednesday, July 22, 2020 at 2:00 p.m.

Board members in attendance: Michael Behan, Sheri De Gagné, Robin Dennis, Andrew Hallikas, Gord McBride, Robert Schulz, Kerry Zucchiatti

Staff: CEO/Secretary-Treasurer – Joan MacLean, Recreation and Culture Manager – Aaron Bisson

1. Declaration of Conflict of Interest - There were no conflicts of interest.

2. Approval of the Agenda

MOTION#2020-29: Robert S. moved to approve the agenda for the July 22, 2020 FFPLTC Board Meeting.

Seconded by Michael B.

Carried.

3. Consent Agenda

MOTION#2020-30: Kerry Z. moved to accept the minutes of the June 17, 2020 Library Board meeting.

Seconded by Sheri D.

Carried.

MOTION#2020-31: Robert S. moved to accept the Financial Report

Seconded by Andrew H.

Carried.

MOTION#2020-32: Motion to receive the CEO report as written, made by Andrew H.

Seconded by Michael B.

Carried.

4. Business Arising from Minutes

a. Library Storage Shed Tender Draft

CEO brought the meeting up to speed regarding changes to the plan for the Library Storage Shed.

b. Motion to approve Capital Budget Spending for Technology Plan

MOTION#2020-33: Motion for transfer of funds for Technology Plan made by Gord M.

Seconded by Sheri D.

Carried.

c. Marketing Plan Checklist and Schedule

Board members made suggestions for additions to local businesses that should be added to the Distribution – Print section of the checklist.

d. Enbridge Update

CEO updated the board on the complaint to the OEB regarding the Enbridge Gas bills.

5. Items for Action/Discussion:

a. 10th Anniversary Banner

MOTION#2020-34: Motion to approve the making of 2 banners with 2 different logos made by Andrew H.

Seconded by Kerry Z.

Carried.

b. In Camera Session:

MOTION#2020-35: Andrew H. moved to go in-camera at 2:50 p.m. regarding a matter about an identifiable individual.

Seconded by Michael B.

Carried.

The Board moved out of camera at 2:57 p.m.

MOTION#2020-36: Robert S. moved to accept the motion

Seconded by Andrew H.

Carried.

c. Re-Opening Policy Draft

Discussion regarding stages of re-opening and the parameters for allowing patrons into the library.

MOTION#2020-37: Gord M. moved to approve the new policy #OP-24, in principle, Re-Opening the Library.

Seconded by Kerry Z.

Carried.

Policy Review

i. OP-23

MOTION#2020-38: Motion to approve new policy OP-23 for one year review made by Kerry Z.

Seconded by Andrew H.

Carried.

ii. GOV-08

iii. BL-04

iv. OP-02

The term Reserves is to be changed to Hold. Asterisk to be placed by Renewals and instructions to see OP-24 during an Epidemic as a note at the bottom.

v. OP-03

Removal of words in 4-3

MOTION#2020-39: Motion to approve changes to policies as discussed and moved to 4 year review date made by Kerry Z.

Seconded by Michael B.

Carried.

6. Information Items

Special meeting for Post-COVID Strategic Plan taking place next Wednesday, July 29, 2020 @ 10 a.m.

7. Adjournment and statement about next meeting date.

MOTION#2020-40: Motion to adjourn the July 22, 2020 Board meeting at 3:35p.m. Moved by Andrew H.

Seconded by Sheri D.

Carried.

Next meeting – Wednesday, September 16, 2020 @3:30 p.m.