

# **Fort Frances Public Library Technology Centre**

## **Board Meeting Minutes**

### **October 21, 2020**

The meeting of the Fort Frances Public Library Board was in the Shaw Community Hub at the FFPLTC on Wednesday, October 21, 2020 at 3:30 p.m.

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

**Regrets:** 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#2020-48:** Robert S. moved to accept the agenda of the October 21, 2020 Library Board meeting as amended.

Seconded by Gord M.

**Carried.**

#### **3. Consent Agenda**

**MOTION#2020-49:** Sheri D. moved to approve the consent agenda with amendments to the September 23, 2020 minutes, Financial Report and CEO Report for the October 21, 2020 Library Board meeting.

Seconded by Gord M.

**Carried.**

#### **4. Business Arising from Minutes**

##### **a. Library Storage Shed Update**

The CEO informed the meeting that there have not been any offers to build the Storage Shed as of the date of the meeting.

##### **b. HVAC Heating System Update**

The CEO reported that after an investigation of the HVAC system, the problem with the heating system is not within the library building. The investigation is continuing with how the system sends heat to the library.

#### **5. Items for Action/Discussion:**

##### **a. 2020 Labour Budget**

Discussion about the new hires, status of full-time and part-time employees, possibility of students leaving, in relation to the 2021 budget.

**b. Fine Free Discussion**

Discussion weighing the finer points of cancelling overdue fines.

**c. Re-Opening Library OP-24**

**MOTION#2020-50:** Sheri D. moved to approve Policy OP-24 with discussed changes.

Seconded by Gord M.

**Carried.**

**d. Library Mask Policy OP-25**

**MOTION#2020-51:** Robert S. moved that Policy OP-25 be passed with changes to item 7.

**Seconded by Andrew H.**

**e. Policy Review**

i. GOV-05

ii. HR-04

iii. HR-06

iv. HR-09

**MOTION#2020-52:** Robert S. moved that the above policies be passed and scheduled for review in four years and incorporate changes to HR-06, item 3-2.

**6. Information Items**

- a. Friends of the Library Meeting Minutes – 10/15/2020

**7. Adjournment and statement about next meeting date.**

**Next meeting – Wednesday, November 18, 2020 @3:30 p.m.**