

SCUGOG MEMORIAL PUBLIC LIBRARY
BOARD MEETING MINUTES

Thursday, January 17th, 2019 at 7 pm

Present: Bonnie Bunting, Debbie Watson, Mark Lewis, Louise Bardswich, Christy Stone-Curry,
Donna Ankrett, Catherine McGuigan, Colleen Simpson, Janna Guido

Regrets:

Secretary/Treasurer and Acting Chair: Amy Caughlin, CEO, Scugog Memorial Public Library
Recording Secretary: Sarah White, Manager of Public Services, Scugog Memorial Public Library

Meeting called to order at 7:00 pm.

1. **Additions to and Approval of Agenda:**

2019-01 **MOVED by Colleen Simpson, SECONDED by Donna Ankrett, that the Agenda
be approved**

CARRIED

2. **Disclosure of Conflict of Interest:** No conflict of interest was declared.

3. **Consent Agenda:**

2019-02 **MOVED by Debbie Watson, SECONDED by Bonnie Bunting, that the Consent
Agenda be approved**

CARRIED

4. **Committee Proposals Requiring Discussion and Items Removed from Consent Agenda:**

4.1. Treasurer's Report:

4.1.1. Treasurer's Report: December, 2018 Financials reviewed

2019-03 **MOVED by Debbie Watson, SECONDED by Catherine McGuigan, that the
Treasurer's Report be accepted**

CARRIED

4.2. CEO & PSC Highlights Report

4.3. Farndale Gallery Update: Amy reviewed the current & upcoming exhibitions: January 5th to
January 31st - "Diversity with Harmony" by Artists of Uxbridge; February 2nd to February
28th - "Genesis: Journey into Artistic Expression" by Diane Serapiglia.

4.4. Any other items removed from the Consent Agenda

5. **Business Arising from the Minutes:**

5.1. Update on 2019 Operating & Capital Budget Process: Amy reviewed the process and
timelines of the presentation of the Library budget to Council for new members of the Library
Board. The Draft budget will be presented to Council on Monday, February 11th at 6:30 pm.

The Public Budget Open House is scheduled for Wednesday, February 20th at 6:30 pm in the Rotary Room of the Library. The final Council budget meeting will be a Special Council session on March 4th.

6. **New Business:**

6.1. Board Training Calendar & Planning Cycle: Amy reviewed the documents supplied in the Library Board package. The documents highlight the projected Library Board Training Calendar for 2019, as well as the Library's internal Planning Cycle, which highlights the major activities completed annually that are vital to effective administration and service delivery.

6.2. Training: Overview of Scugog Library: Amy provided a tour of the library's facilities to the Library Board

6.3. Selection of Chair, Vice Chair & Appointment of Finance, Policy and Personnel Committee: Debbie Watson was elected Chair of the Library Board, Donna Ankrett was elected Vice-Chair of the Library Board.
Library Board members volunteered to comprise the FP&P Committee: Mark Lewis, Colleen Simpson, Louise Bardswich, Catherine McGuigan and Debbie Watson

7. **Date of Next Regular Meeting** – Tuesday, February 19th, 2019 at 7 pm

8. **Adjournment** - The meeting was adjourned at 8:41 pm on a motion by Mark Lewis