

**SCUGOG MEMORIAL PUBLIC LIBRARY**  
**BOARD MEETING MINUTES**

**Thursday, June 17th at 7 pm (Online Meeting)**

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

Regrets: Louise Bardswich, Debbie Watson

Secretary/Treasurer: 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:**

2021-21        **MOVED by Catherine McGuigan, 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**

2021-22        **MOVED by Bonnie Bunting, SECONDED by Colleen Simpson, 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. Monthly Financials:

2021-22        **MOVED by Christy Stone-Curry, SECONDED by Donna Ankrett, that the Treasurer's Report be accepted**

**CARRIED**

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

5.1. **Covid Update:** Amy reviewed the Step 1 restrictions as laid out in the province's Roadmap to Reopening.

5.2. **Books for Delivery Update:** Bonnie indicated that the program was winding down. The establishment of a collection of donated material at the hospice is on hold for the time being.

5.3. **Farndale Art Bursary Update:** The Committee reviewed applications and there will be two awards given for 2021

6. **New Business:**

- 6.1. **Strategic Plan Review & Annual Work Plan:** This item was tabled until the September Library Board meeting, with the intent of setting a separate date for a Strategic Planning meeting, possibly a day-long, in person working meeting.
- 6.2. **Long Term Capital Forecast & Projects:** Included in the Library Board package was a listing of projects, organized by the Goals identified in the existing Strategic Plan. Also included was an updated inventory of the library's furniture, fixtures and equipment with replacement needs identified. While some replacements may be a part of the Capital Budget forecast, smaller replacement costs are identified as expenditures from the annual operating budget. Amy pointed out that given the date of the Library's renovation and expansion in 2010-2011, the PSAB value of most of the library's furnishings will be \$0. The planned Strategic Planning meeting in the fall will necessitate a review of the capital plan to ensure it aligns with the current strategic priorities.
- 6.3. **Customer Survey:** This will be included in the work plan for 2022

**2021-23            MOVED by Donna Ankrett, SECONDED by Catherine McGuigan, that the Library Board approve the Draft Financials**

**CARRIED**

7. **Date of Next Regular Meeting** – Thursday, September 16 at 7 pm (via Zoom)
8. **Adjournment** - The meeting was adjourned at 7:40 pm on a motion by Colleen Simpson