

SCUGOG MEMORIAL PUBLIC LIBRARY
BOARD MEETING MINUTES

Thursday, January 18th at 7 pm

Present: Sarah Parry (Chair), Jesse Gillis, Alexson Philipiah, Marina Fung, Donna Ankrett, Catie Sahadath (7:10)

Regrets: None

Secretary/Treasurer: Amy Caughlin, CEO, Scugog Memorial Public Library
Recording Secretary: Amy Caughlin

Meeting called to order at 7:00 pm.

1. **Land Acknowledgement:**

“We acknowledge that our Library is on the traditional territory of the Mississaugas of Scugog Island First Nation. May we respectfully honour the knowledge and understanding of the Indigenous stewards of these ancestral lands and ensure that the voices of the First Peoples are represented in our collections, programs and services”.

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

2024-01 **MOVED by Jesse Gillis, SECONDED by Donna Ankrett, that the Agenda be approved as amended.**

CARRIED

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

4. **Consent Agenda:**

2024-02 **MOVED by Marina Fung, SECONDED by Alexson Philipiah, that the Consent Agenda be approved.**

CARRIED

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

5.1. **Treasurer’s Report:**

5.1..1. **Monthly Financials:** Amy confirmed that the provincial operating grant has been received, but it was after the end of 2023 (received on January 3). Amy also indicated that the previously approved transfer out of reserves for Makerspace equipment and salary has been completed.

2024-03 **MOVED by Marina Fung, SECONDED by Jesse Gillis, that the Treasurer’s Report be accepted**

CARRIED

5.2. CEO & MPS Highlights Report:

5.3. Farndale Gallery Update: January 6th to February 15th – “Animals of the World” by Donna Brittain; February 17th to March 21st – “Spontaneous Strokes” by Cai Kui.

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

6.1. Update to the Draft Budget Schedule: Amy provided the Library Board with the projected dates for the Council meetings to review the draft budget: March 4th and March 25th. Amy reviewed some small changes to the draft operating budget which was approved at the October meeting. Changes were made as a result of reviewing the actual 2023 year-end figures.

2024-04 MOVED by Catie Sahadath, SECONDED by Donna Ankrett, that the updated 2024 Operating Budget be approved

CARRIED

6.2. Library Board Recruitment Update: Amy to send out all recruitment documents for the library board to share with anyone that they think may be interested in applying. Amy will be posting the vacancy to the library’s website.

7. **New Business:**

7.1. Policy Review: B10 – Board Evaluation: The Board Evaluation will be completed at the March 21st meeting and the CEO Evaluation is scheduled for April 18th. Amy will bring the CEO Evaluation to the February 15th meeting.

2024-05 MOVED by Jesse Gillis, SECONDED by Catie Sahadath, that policy B-10 - Board Evaluation be approved as amended

CARRIED

8. **Date of Next Regular Meeting** – Thursday, February 15th, 2024 at 7 pm

9. **Adjournment** - The meeting was adjourned at 7:41 pm on a motion by Catie Sahadath.