

SCUGOG MEMORIAL PUBLIC LIBRARY
BOARD MEETING MINUTES

Thursday, February 16th, 2023 at 7 pm

Present: Sarah Parry (Chair), Julie Mereweather, Catie Sahadath, Donna Ankrett, Jesse Gillis, Alexson Philipiah, Marina Fung, Matthew Somerville

Regrets:

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. **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:** Item 6.4 Report on Makerspace was added to the agenda

2023-04 MOVED by Donna Ankrett, SECONDED by Julie Mereweather, that the Agenda be approved as amended

CARRIED

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

4. **Consent Agenda:**

2023-05 MOVED by Julie Mereweather, 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:**

- **Monthly Financials:**

2023-06 MOVED by Matthew Somerville, SECONDED by Donna Ankrett, that the Treasurer’s Report be accepted

CARRIED

5.2. **CEO & MPS Highlights Report**

5.3. Farndale Gallery Update: February 4th to March 2nd – “The Tiny World of Macro” by Katie Hunter; March 4th to March 30th – “25 Years of Scugog in Cartoons” by Walt Radda.

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

6.1. Historical Cash Flows 2011 to 2021: Amy reviewed her report on the 10 year cash flows with explanations of any significant variations.

6.2. Update on 2023 Operating Budget Timeline: The PCA meeting is scheduled for February 21st with the GPA meeting to follow on March 6th at 1:30 (in person). The public Budget Open House is scheduled for March 6th at 6:30 pm and is virtual.

6.3. Board Training Questions: Amy provided answers to individual questions that arose from Board members’ review of training materials

6.4. Report on Makerspace: Copies of the updated makerspace plan and specific expenditures was provided to Library Board members for information

7. **New Business:**

7.1. Review and Update Board Bylaws: reviewed, with notes to update to fix typos and formatting issues.

2023-07 MOVED by Jesse Gillis, SECONDED by Matthew Somerville, that the Treasurer’s Report be accepted with the noted amendments

CARRIED

7.2. Review Policies: B02: Board-CEO Linkage and B21: Workplace Covid-19 Vaccination Policy: B02 was reviewed, with no changes.

2023-08 MOVED by Catie Sahadath, SECONDED by Jesse Gillis, that Policy B21 be repealed.

CARRIED

8. **Date of Next Regular Meeting** – Thursday, March 16th, 2023 at 7 pm

9. **Adjournment** - The meeting was adjourned at 8:31 pm on a motion by Jesse Gillis