

SCUGOG MEMORIAL PUBLIC LIBRARY
BOARD MEETING MINUTES

Thursday, November 21, 2024 at 7 pm

Present: Sarah Parry (Chair), Donna Ankrett, Jordan Donald, Marina Fung, Jesse Gillis, Alexson Philipiah, Catie Sahadath, Navjeet Sidhu

Regrets:

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

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:** 7.3. Board Holiday Gathering was added to New Business

2024-35 MOVED by Jesse Gillis, SECONDED by Catie Sahadath, that the Agenda be approved as amended.

CARRIED

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

4. **Consent Agenda:**

2024-36 MOVED by Navjeet Sidhu, SECONDED by Donna Ankrett, to approve the Consent Agenda.

CARRIED

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

5.1. **Treasurer’s Report:**

5.1..1. **Monthly Financials:**

2024-37 MOVED by Alexson Philipiah, SECONDED by Marina Fung, that the Treasurer’s Report be accepted

CARRIED

5.2. **CEO & MPS Highlights Report:**

5.3. Farndale Gallery Update: October 26th to November 28th – ‘Many Colours of War’ by Tyler Briley.

5.4. Any other Items removed from the Consent Agenda

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

6.1. CEO Succession Planning: The CEO job description was included in the Library Board Package. The Board Policy B17: CEO Succession Plan was distributed for review.

2024-38 **MOVED by Marina Fung, SECONDED by Jesse Gillis, that Policy B17: CEO Succession Plan be approved as amended**

CARRIED

6.2. 2025 Operating Budget: Jesse Gillis provided an overview of the FP& P meeting that took place immediately prior to the Library Board meeting.

2024-39 **MOVED by Catie Sahadath, SECONDED by Jesse Gillis, that the 2025 Operating Budget be approved**

CARRIED

7. **New Business:**

7.1. OLS Trustee Report Meeting: Donna reviewed the content of the quarterly OLS Trustee Meeting that she attended

7.2. Letter to Council re: Representation: Sarah Parry distributed copies of the letter she drafted on behalf of the Library Board to send to Scugog Council regarding Council representation on the Library Board.

2024-40 **MOVED by Jesse Gillis, SECONDED by Donna Ankrett, that the 2025 Operating Budget be approved**

CARRIED

7.3. Holiday Gathering: Catie will send out a Doodle poll regarding availability for a holiday gathering of the Library Board in January

8. **Date of Next Regular Meeting** – Thursday, January 16th, 2025 at 7 pm

9. **Adjournment** - The meeting was adjourned at 8:08 pm on a motion by Donna Ankrett