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**Held on March 20, 2023 in the Seniors Room- Lansdowne Community Building**

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| Present | Brenda Lolley (Board Chair)Cynthia HealeyPierre Mercier (Vice Chair)Carol RogersAnna BastenDeborah DiemandCody Barr (Interim CEO)Cathy GriffinCorinna Smith-Gatcke (Mayor) |
| Regrets | none |

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| 1.0 | **Call to Order**  |  The Meeting was called to order by the Chair at 3:58 PM |  |
| 2.0 | **Land Acknowledgement & Remarks from the Chair** | Chair B. Lolley welcomed board members to the meeting and provided some opening remarks. The Land Acknowledgement was shared |  |
| 3.0 | **Approval of the Agenda** | **Motion 23-22** THAT the Leeds and the Thousand Islands Public Library Board approve the agenda as presented. Moved by P. Mercier; seconded by C. Rogers. **APPROVED** |  |
| 4.0 | **Declaration of Conflict of Interest.** | None to declare. |  |
| 5.0 | **Adoption of the Minutes** | **5.1 February 20, 2023****Motion 23-23** THAT the Leeds and the ThousandIslands Public Library Board approve the minutes from the previous meeting, February 20, 2023, as presented. Moved by D. Diemand; seconded by A. Basten. APPROVED |   |
| 6.0 | **Business Arising from the Minutes** | **6.1 Strategic Plan Progress Review**C. Barr provided an update on the strategic goals for 2023. C. Barr indicated that the workplan had a few items that had already been addressed last year; so a few of the items will be marked as completed.Board members discussed each of the completed items added to the strategic plan for this report. C. Barr provided clarification on items, as required. A few missing items were reported, and will be added to the strategic plan report. |  |
| 7.0 | **Consent Agenda** | 7.1 CEO Report* See attached

7.2 Statistical Report* See attached

7.3 Financial Report* See attached

7.4 Health and Safety Report* See attached

C. Barr discussed the reports in the consent agenda.**Motion 23-24** THAT the Leeds and the Thousand Islands Public Library Board approve the consent agenda, including the following reports:CEO Report- March 2023Financial Statement to February 28, 2023Statistical Report to February 28, 2023Health and Safety Report – March 2023Moved by A. Basten; seconded by C.Griffin. **APPROVED** |  |
| 8.0 | **Decision Items** | None to declare |  |
| 9.0 | **In-Camera Session** | Not declared |  |
| 10.0 | **Discussion Items** | **10.1 Trillium Grant Update** C. Barr provided an update on the progress for the Trillium Grant. Work towards purchasing of the items outlined in the grant application have begun. Most items will be decided on by the permanent CEO. **10.2 New Horizons for Seniors Program – Grant Update** C. Barr provided an update on the New Horizons grant. The finalized paperwork has been completed and funds are soon to be released. This grant will provide funding for a new microfilm reader at the archives, a large print collection of books for the library, and staffing costs to cover the programs requirements. **10.3 Archives Update** P. Mercier provided an update on the activities of the Archives for the last month. Volunteers have completed 60 hours of work since the last board meeting. Recent activities at the Archives included: • Institution of a new Facebook page with help from C. Barr. This page will be used to provided weekly reports, on Thursdays, sharing information regarding the Archive’s activities and progress. • Began work, with help from C. Barr, on installing Adobe Bridge software to make the sharing of files and data for volunteers much more accessible.  The large flat-bed scanner, Godzilla, has been recalibrated and should provide better quality scans moving forward. • A large collection of materials has been donated from the Joyce Stedman estate, in the Seeley’s Bay area. • The finishing touches are being added for the Cromwell Fonds. This contains items from the founding families of Rockport.  |  |
| 11.0 | **Information Items** |  None presented |  |
| 12.0 | **Other Business/Questions** | Cindy Code joined the meeting as a member of the public. Cindy was introduced by B. Lolley as the selected candidate for the CEO position. A brief introduction was done for the board members who had not already met Cindy. |  |
| 13.0 | **Next Meeting** | April 17, 2023 – 4:00 pmThe meeting will take place at the Lyndhurst Library branch. |  |
| 14.0 | **Adjournment** | **Motion 23-25** THAT the Leeds and the Thousand Islands Public Library Board adjourn at 5:05 PM. Moved by P. Mercier. **CARRIED** |  |