

**Leeds & the Thousand Islands Public Library Board**

**Agenda**

**Wednesday, June 17, 2020: 10:00 a.m.**

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**[www.ltpi.net](http://www.ltpi.net)**

- 1. Call to Order: Conflict of Interest**
- 2. Words from the Chair**
- 3. Approval of the Agenda**
- 4. Approval of Minutes Date: May 20, 2020**
- 5. Business Arising from the Minutes**
- 6. Information Items**
  - 6.1 CEO Report
  - 6.2 Monthly Finances
  - 6.3 Archives Report – Pierre
  - 6.4 Council Report
  - 6.5 Monthly Library Statistics
- 7. Action Items**
  - 7.1 Board Self Evaluation**
  - 7.2 Motion to Move in Camera**
  - 7.3 Motion to Move out Camera**
- 8. Policy Review**
- 9. Planning**
  - 9.1 Strategic Plan- attached
  - 9.2 Volunteers
- 10. Review Parking Lot Items**
- 11. Meeting Analysis**
- 12. Adjournment Next meeting July 15, 2020**

Leeds and the Thousand islands Public Library Board  
Minutes of the Library Board Meeting  
May 20, 2020  
held on Zoom

Present: Brenda Lolley, Chair   Gordon Ohlke   Margueritta Kluensch   Carol Rogers  
Pierre Mercier   Tara Mendez, CEO

Regrets: Gerry Last

**1- Call to Order**

No declared conflicts of interest.

**2 - Words from the Chair**

Thanks to the CEO for keeping the Library functioning through the pandemic closures and working on increased community virtual engagement.

**3 - Approval of Agenda**

Addition of acceptance of CEO Evaluation to agenda under 7. Action Items  
Moved - Carol Rogers, seconded Gordon Ohlke - Passed

**4 - Approval of Minutes from April 15, 2020**

Change in 7.3 - to read \$53,400 returned to Township  
Moved - Pierre Mercier, seconded Carol Rogers - Passed

**5 - Business Arising from the Minutes**

7.2 Motion to accept CEO Evaluation and recommendations

Moved Margueritta Kluensch, seconded Pierre Mercier  
Passed

7.3 - Board Self Evaluation

needs to be done soon - results from 2015 and 2018 will be sent

7.4 - Strategic Plan - need to review last 5 year plan - Tara to send out

SP needs to look at the library and Township after the present lockdown  
what will the local economy look like - will there be growth  
useful parts of 2015 SP - variety of survey methods  
incorporate elements of Business Plan

**8 - Policy review - None**

**9 - Planning**

five level recovery plan presented - need a 'second wave' policy  
currently at Level I - need PPE, cleaning program, self check-out

**Adjournment - at Noon**

Moved Pierre Mercier, seconded Carol Rogers Passed