

**Leeds and the Thousand Islands Public Library
Board Meeting Minutes
Township Council Chambers
October 21, 2020**

Present: Councillor Mark Jamison, Chair Brenda Lolley, Library CEO Tara Mendez, Gerry Last, Carol Rogers

Regrets: Pierre Mercier, Yona Harvey, Cathy Sawyer-Griffin

By phone: Councillor Gordon Ohlke

1. **Call to Order** at 10:00 a.m. No conflicts of interest

2. **Words from the Chair:**

Feeling unappreciated as a Board Chair and library member by the township of TLTI-

Carol mentioned no access to the washrooms...not right and will write to the township.

3. **Approval of the agenda:** Moved: Carol Seconded: Gerry

4. **Approval of the minutes** Sept. 16, 2020, Moved: Gordon Seconded: Gerry

5. **Correspondence...**none

6. **Information Items:**

6.1. **CEO Report:** Tara – Binge boxes are popular. Signage now for library programs. Positive feedback from patrons.

Consistent services in all branches.

Brenda sent a bar graph about use and Tara sent a list of services.

Gordon will present to COTW and has approached people re award for service.

6.2 **Finances:**

Kate Tindal from township present. Reported that township's biggest financial impact is casino closure. Forecasting is difficult. Township taking a proactive approach for the long term. Asset Management Plan is uppermost.

Library...\$32 000 received from township and township pays staff.

Mark: suggested transfer of monies between library and township is inefficient.

Township should control all costs of assets.

Need to discuss Archives. Would like to see Heritage Committee manage the Archives.

Archives will be added to the next agenda

6.3 **Monthly Statistics:** discussed

6.4 **Archives:** see the above comments. Pierre not present.

6.5 **Council Report...**Kate Tindal

7. **Action Items:**

7.1 Revised budget...with help from Kate. Some items no control over. Staff budget was brought down.

Motion to accept the presented 2021 budget. Moved: Gordon Seconded: Carol

7.2 Emergency Policy:

Motion: Amend working alone part 8.1, 8.2 (At 6 p.m. need 2 staff)

Tara to discuss with CAO

Motion: Accept changes and amend The Emergency Policy. Moved: Mark Seconded: Carol

10. Meeting Analysis: Pleased to have had Kate Tindal here.

11. Adjournment at 11:35 a.m.

Gerry Last