
Library Board Meeting via Zoom, 10am, February 17, 2021

minutes approved March 24, 2021

1. Call to Order: 10:06am

Conflict of Interest: None

Present: Board Members: Brenda Lolley (Chair), Gordon Ohlke and Mark Jamison (Council reps), Pierre Mercier (Archives), Cathy Sawyer-Griffin, Carol Rogers; Regrets: Gerry Last; Staff: Linda Chadwick

2. Words from the Chair: B. Lolley

- a very busy month with the CEO Search, finances, conversations with the Mayor and other libraries

2. Approval of the Agenda

With the addition of 7.2 Community Survey

Moved by C. Rogers and seconded by P. Mercier, all in favour, 004-2021

4. Approval of the January 20, 2021 minutes

With noted revision.

Moved by P. Mercier and seconded by C. Griffin, all in favour, 005-202

5. Correspondence:

6. Information Items:

6.1 CEO report:

-brief discussion about Kajeet mobile hotspot devices; given the expense, the Library will hold on a decision to see if grant opportunities arise

6.2 Finances:

- Library 2021 budget approved up to \$450,000

6.3 Statistics: as presented.

6.4 Archives: Pierre

-still closed to the public; the Archives volunteers have been working from home

-estimated to be one and a half years behind in cataloguing

-receiving online requests

-P. Mercier will confirm with the Township that the Archives may reopen to the public the week of February 22, 2021

-a working group has been established to investigate the possible relocation of the Archives

6.5 Council Report:

-with diminishing revenues due to Covid, the County and Municipalities are looking for cost-saving measures; joint service agreements (police, fire, libraries) are being considered; no formal approaches have been made

-the increased cost of municipal insurance is having a significant impact Ontario-wide

-Council Resolution concerning the Township Library's founding by-law and a review of Library Services was passed in early January; the resolution is good management; again, no formal approaches have been made

6.6 Deposits to the Library Operating Account:

Funds from provincial sources continued to be accidentally deposited into the Library's operating account;

B. Lolley dealt with the Township CAO and banking staff to resolve this reoccurring problem

6.7 Library modified reopening:

The plan outlined in the CEO report was agreed to; branches will reopen to the public the week of February 22, 2021 with safety requirements and usage restrictions in place; the Library will continue the 6pm evening closure; this will be continuously reevaluated in light of regional and provincial guidelines. Moved by P. Mercier and seconded by C. Rogers, all in favour, 006-2021

7.0 Action Items

7.1 CEO Search:

- L. Chadwick gave an update as to the number of applications to-date; V. Stevenson from Rideau Lakes Public Library is happy to help with the interview process; the Township CAO will be asked to assist also; M. Jamison noted the importance of making candidates aware of the possibility of future municipal amalgamations and joint services (fire, police, library etc)

“That the Leeds and Thousand Islands Public Library Board authorizes the CEO Search Committee to proceed with the hiring of a Library CEO. The CEO Search Committee will provide updates to the full Board at the monthly Board meetings. The full Board will be consulted and approve a final employment contract before it is executed.”

Moved by B. Lolley and seconded by C. Rogers, all in favour, 007-2021

7.2 Community Survey

- discussion about the ways to ensure the capture of many responses, including non-users
- Township newsletter, phone a friend chat, paper surveys, Survey Monkey, local service groups such as the Lions, local village groups such as the Lyndhurst Rejuvenation Committee and SBARA, schools etc

8.0 Policy Review: None

9.0 Review Parking Lot Items: None

10.0 Meeting Evaluation: Good meeting.

11.0 Adjournment: 11:52pm; Moved by P. Mercier and seconded by C. Rogers, 008-2021

Next meeting March 24, 2021; 10am