



Leeds and the Thousand Islands Public Library Board MINUTES OF THE REGULAR MEETING

Held on June 19, 2023 at the Lyndhurst Library Branch in the Community Room and via Zoom.

Present	Brenda Lolley (Board Chair) Cathy Griffin Carol Rogers Cindy Code (Library CEO) Corinna Smith-Gatcke (Mayor) Cynthia Healy Deborah Diemand Pierre Mercier (Vice Chair)
Regrets	Anna Basten

1.0	Call to Order/Land Acknowledgement	Chair B. Lolley called the meeting to order at 4:15pm and welcomed board members to the meeting while providing some opening remarks. The Land Acknowledgement was shared.	
2.0	Approval of the Agenda	Motion 23-37 That the Leeds and the Thousand Islands Public Library Board approve the agenda as presented. Moved by C. Griffin; seconded by C. Rogers. APPROVED.	
3.0	Declaration of Conflict of Interest	<i>None to declare</i>	
4.0	Delegations	4.1 The Board welcomed Tom Reil, Information Technologies Manager at the Leeds and The Thousand Islands Township as he presented information about guidelines in place which provide public Wi-Fi at the Library. It agreed that the Library's electronic content match the print content and filter out inappropriate and damaging sites which are not conducive to the Library's mission statement and practice which is also reflective of the Township's own policies.	
5.0	Adoption of the Minutes	5.1 May 15, 2023 Motion 23-38	

		<p>THAT the Leeds and the Thousand Islands Public Library Board approve the minutes of the previous meeting, May 15, 2023 as presented. Moved by C. Rogers; seconded by D. Diemand. APPROVED.</p>	
6.0	Business Arising from the Minutes	<p>6.1 Technology in the Library</p> <p>The Library received two quotes for a new printer at the Lansdowne location. Due to a long-standing relationship with the current provider, the Library was presented with a lease option opportunity through a not-for-profit organization which has listed our printer provider as one of its vendors. It was the general consensus that a lease option would ensure that our technology would be current and up to date going forward.</p>	
7.0	Consent Agenda	<p>7.1 CEO Report</p> <ul style="list-style-type: none"> ○ See attached <p>7.2 Statistical Report</p> <ul style="list-style-type: none"> ○ See attached <p>7.3 Financial Report</p> <p>7.4 Health and Safety Report</p> <ul style="list-style-type: none"> ○ See attached <p>C. Code presented the consent agenda. The Financial Report was not presented with apologies from Mayor Smith-Gatcke due to the recent hiring of a new director of finance within the Township.</p> <p>Motion 23-39 THAT the Leeds and the Thousand Islands Public Library Board approve the consent agenda, including the following reports: CEO Report – June 2023 Statistical Report to May 31 2023 Health and Safety Report – June 2023 Moved by C. Smith-Gatcke; seconded by C. Griffin. APPROVED.</p>	
8.0	Decision Items	<p>8.1 FN-02 Procurement Policy</p> <p>Motion 23-40</p>	

		<p>THAT the Leeds and the Thousand Islands Public Library Board approve the policy FN-02 Procurement Policy as amended after presented. Moved by C. Griffin; seconded by D. Diemand</p> <p>8.2 FN-04 Donations and Gifts Policy</p> <p>Motion 23-41 THAT the Leeds and the Thousand Islands Public Library Board approve the FN-04 Donations and Gifts Policy as amended after presented. Moved by C. Griffin; seconded by D. Diemand.</p> <p>8.3 FN-05 Partnership and Sponsorship Policy</p> <p>Motion 23-42 THAT the Leeds and the Thousand Islands Public Library Board approve the FN-05 Partnership and Sponsorship Policy as amended after presented. Moved by C. Griffin; seconded by D. Diemand.</p>	
9.0	Discussion items	<p>9.1 In celebration and acknowledgement of Pride Month, several libraries in the Lanark and Leeds and Grenville area have created a joint Equity, Diversity and Inclusivity Statement (E.D.I statement). The Library Board agreed that it would create a stand-alone statement in conjunction with the Township which also compliments the Library’s current Inclusion and Diversity Statement (FO-04) Recently appointed Ward 2 councilor, Angela Kelman joined the meeting as a guest and provided valuable insight on the joint statement which was presented.</p> <p>Motion 23-43 THAT the Leeds and the Thousand Islands Public Library Board sanctions the creation of an Equity, Diversity and Inclusivity statement as approved by the Library Board. Moved by C. Rogers; seconded by C. Griffin</p>	
10.0	Information Items	10.1 Recognition Event	

		<p>July 10th the Lansdowne Branch will be hosting a recognition event in honouring of being an Ontario Trillium Foundation Grant and New Horizons for Senior grand recipient. In celebration of the Ontario Trillium Foundation's 40th Anniversary, the Library is planning a craft program to also celebrate this milestone.</p> <p>10.2 Archives Update</p> <ul style="list-style-type: none"> • See report attached. <p>P. Mercier presented the Archives report to the Board.</p>	
11.0	Other Business/Questions	<p>11.1 C. Healey presented information from a public meeting which was held in Seeley's Bay on June 3rd. A new fire hall is being built in the community and residents of the area were having an informal discussion about what to do with the soon to be vacated space. There could be an opportunity to move the Seeley's Bay Library Branch into the building which would allow more space also, since the community room is above, it would prove a favourable logistics option which could connect the library to the community even more.</p>	
12.0	Next Meeting	<p>July 17, 4pm. The meeting will take place at the community meeting room in Lansdowne.</p>	
14.0	Adjournment	<p>Motion 23-44 THAT the Leeds and the Thousand Islands Public Library Board adjourn at 6:28 PM. Moved by C. Griffin</p>	