



Leeds and the Thousand Islands Public Library Board
MINUTES OF THE REGULAR MEETING
Held on February 20, 2023 in the Seniors Room – Lansdowne Community Building

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

1.0	Call to Order	The meeting was called to order by the Chair at 4:03 PM.	
2.0	Land Acknowledgement & Remarks from the Chair	Chair B. Lolley welcome board members to the meeting and provided some opening remarks. The Land Acknowledgement was shared.	
3.0	Approval of the Agenda	Motion 23-15 THAT the Leeds and the Thousand Islands Public Library Board approve the agenda as presented. Moved by C. Rogers; seconded by P. Mercier. APPROVED.	
4.0	Declaration of Conflict of Interest	C. Barr will be asked to leave during the In-Camera Session as items pertaining to the election of a CEO will be discussed.	
5.0	Adoption of the Minutes	<p>5.1 January 11, 2023</p> <p>Motion 23-16 THAT the Leeds and the Thousand Islands Public Library Board approve the minutes of the previous meeting, January 11, 2023, as presented. Moved by P. Mercier; seconded by C. Rogers. APPROVED.</p>	

		<p>5.2 January 21, 2023</p> <p>Motion 23-17 THAT the Leeds and the Thousand Islands Public Library Board approve the minutes of the special meeting, January 21, 2023, as presented. Moved by A. Basten; seconded by D. Diemand. APPROVED.</p>	
6.0	Business Arising from the Minutes	<p>6.1 Election of the Chair and Vice Chair</p> <p>B. Lolley has offered to take the position as Chair of the board for half a term. At that time, another board member will be elected to serve the second half.</p> <p>P. Mercier appointed as Vice Chair for the board.</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 Health and Safety Report</p> <ul style="list-style-type: none"> ○ See attached <p>C. Barr discussed the reports in the consent agenda. <i>No Financial report was provided this month as year-end is still an ongoing process.</i></p> <p>Motion 23-18 THAT the Leeds and the Thousand Islands Public Library Board approve the consent agenda, including the following reports: CEO Report – February 2023 Statistical Report to January 31, 2023 Health and Safety Report – February 2023 Moved by A. Basten; seconded by D. Diemand. APPROVED.</p>	
8.0	Decision Items	<p>8.1 CEO Recruitment Update</p> <p>The hiring committee reports that the hiring process is moving along well. Primary interviews have been completed over Zoom. A decision point is soon approaching, with the next steps for candidates coming in the next few</p>	

		weeks. B. Lolley will be working with the Leeds and the Thousand Islands Township's HR department to help with some next steps.	
9.0	Discussion Items	<p><i>The board elected to move Discussion Items to before the In-Camera Session.</i></p> <p>9.1 Trillium Grant Update</p> <p>C. Barr provided a copy of the Trillium Grant application and requested disbursement of funds to the board and discussed the purpose of the grant and what the funds are going towards.</p> <p>The grant is proceeding forward with the request to re-allocate funds for new book drop boxes being approved.</p> <p>9.2 Archives Update</p> <p>P. Mercier provided an update of the monthly activities of the Archives.</p> <ul style="list-style-type: none"> ○ See attached for full breakdown <p>P. Mercier provided a breakdown for the new board members on how the Archives functions, it's expectations, and what the goals are for the volunteer archivists.</p> <p>9.3 Approved 2023 Budget</p> <p>C. Barr presented the approved 2023 budget for new board members to review.</p>	
10.0	In-Camera Session	<p>The Library Board moved to an in-camera session for discussions relating the hiring progress on the new CEO.</p> <p>Motion 23-19 THAT the Leeds and the Thousand Islands Public Library Board move to an in-camera session at 4:46 pm. Moved by C. Rogers; seconded by D. Diemand. APPROVED.</p>	

		<p>C. Barr, was asked to leave during the in-camera session.</p> <p>Motion 23-20 THAT the Leeds and the Thousand Islands Public Library Board resume the open session at 5:13 pm. Moved by P. Mercier; seconded by D. Diemand. APPROVED.</p>	
12.0	Other Business/Questions	None presented.	
13.0	Next Meeting	March 20, 2023 at 4:00 pm. Location TBD	
14.0	Adjournment	Motion 23-21 THAT the Leeds and the Thousand Islands Public Library Board adjourn at 5:14 pm. Moved by C. Rogers. CARRIED.	