

Hastings Highlands Public Library Board

Meeting Agenda

Thursday, January 14th at 9:00 am via Zoom teleconference

(Public notice: Please email Rod Moffitt at ceo@hastingshighlandslibrary.ca if you would like to attend this Board meeting.)

#	For Discussion	Responsibility
	Call to Order	Chair/Vice-Chair
1	Approval of Agenda	Board & Staff
2	Declaration of Conflict of Interest	Board & Staff
3	Consent for minutes from the open meeting, Thursday, November 19 th , 2020. Consent for minutes from the closed meeting, Thursday, November 19 th , 2020.	All
4	Business Arising from Minutes	Board & Staff
5	Reports	Board & Staff
a	CEO <ul style="list-style-type: none">• Quarterly Newsletter• OLA Conference• Kanopy• Provincial Parks passes• Summer student update• Upcoming plans – historical photos<ul style="list-style-type: none">- Seed library- Good Food Box- Monthly activity grab bags	Staff
b	Secretary - None	Staff
c	Treasurer <ul style="list-style-type: none">• Q4 financial report will be available for the next Board meeting in February.• Library 2021 budget presentation to Council (Monday, February 22nd at 1:00 pm (Anne and Rod)• Inflation % increase in the 2021 budget	Staff

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d	Committee – Health and Safety update from Tuesday, December 15th (Valerie)	Board
e	Trustee	Board
f	Council	Municipal Rep.
6	Strategic Plan <ul style="list-style-type: none">• An updated copy of the strategic plan	Board & Staff
7	Policies <ul style="list-style-type: none">• A motion to accept HHPL policies HR-11 (Definition of an Employee), HR-12 (Hours of Work and Overtime), and HR-13 (Statutory Pay).• Review the following policies: OP-11 (Unattended Children), HR-14 (Vacation Pay) and HR-15 (Sick Leave).• Receive copies of HHPL policies HR-16 (Bereavement Leave), HR-17 (Jury Duty), and HR-18 Professional Development.	Board & Staff
8	New Business <ul style="list-style-type: none">• HHPL Student Bursary update• New Library Board Member advertisement• CEO salary increase retroactive to January 2020• Next meeting dates for 2021	Board & Staff
9	Other Business Closed Session <ul style="list-style-type: none">• Board Rises to Go into Closed Session (THAT the board rises from the open session to go into Closed Session as permitted by the Libraries Act (Section 16.1 (4)(d) labour relations or employee negotiations) for the purpose of:<ul style="list-style-type: none">- Confidential discussion regarding CUPE Negotiations (Briefing note)• Board Rises and from Closed Session	Board & Staff

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	THAT the HHPL rises from the closed session and directs staff to carry out all actions as approved in the January 14 th , 2021 Closed Session of the HHPL Board and report.	
10	Next Meeting	Board & Staff
11	Adjournment	