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| **Board Member Attendance** |  | **Board Member Attendance** |  |
| Anne Coleman - Chair | P | Colette Freeman - Director | P |
| Vic Bodnar – Municipal Rep. | P | Sherry Burke - Director | P |
| Valerie Loney - Director | P | Miranda Mitchell - Director | P |
| Kristena Schutt – Moore - Director | P | **Guest Attendance** |  |
| Rod Moffitt - CEO | P | Nancy Wimbush |  |
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| **#** | **Description/Action Required** | **Responsibility** |
|  | **Call to Order** | **Chair** |
| **1** | **Approval of Agenda****That the Agenda be approved as presented.** | **Board & Staff****Resolution #****19-11****M: Sherry Burke****S: Miranda Mitchell****All in Favour. Carried.** |
| **2** | **Declaration of Conflict of Interest - None** | **Board & Staff** |
| **3** | **Minutes****That the Minutes from the Wednesday, February 27th Board meeting be accepted as presented.** | **Board & Staff****Resolution # 19-12** **M: Valerie Loney****S: Colette Freeman****All in Favour. Carried.** |
| **4** | **Business Arising from Minutes** | **Board & Staff** |
| **5** | **Reports** | **Board & Staff** |
| **a** | **CEO*** **March calendar of events (on website)**
* **March Cultural report (on website)**
* **Rod will be attending a Volunteer Development and Recruitment Workshop during the afternoon of March 27th at Loyalist College in Bancroft.**
* **Rod will be presenting a slide show about the Hastings Highlands Public Library for Council Orientation on Wednesday, April 3rd . The Council meeting starts at 1:00 pm.**
 | **CEO** |
| **b** | **Secretary** | **CEO** |
| **c** | **Treasurer*** **Motion to adopt the 2019 Budget as presented**
 | **Board & Staff****Resolution # 19-13** **M: Valerie Loney****S: Miranda Mitchell****All in Favour. Carried.** |
| **d** | **Committee** | **Board** |
| **e** | **Trustee** | **Board** |
| **f** | **Council**  | **Municipal Rep.** |
| **6** | **Strategic Plan** * **Publicity ideas – Have three months advance calendars on the website. Put up more paper flyers in community locations. We will send our information to Irene Halliday at Volunteer Quinte. We will look into advertising with the Moose. We will see if we can put the Library event calendar three months in advance on the website.**
 | **Board & Staff** |
| **7** | **Policies** * **A motion to accept Policy BL-01 (Statement of Authority) as amended, Policy BL-02 (Composition of the Board) as amended and Policy BL-03 (Terms of Reference of the Officers) as amended.**
* **The Board reviewed HHPL Policy BL-04 (Powers and Duties of the Board), HHPL Policy BL-05 (Meetings of the Board), and HHPL Policy BL-06 (Amendment of Bylaws).**
* **Distribution of HHPL Policy FN-01 (Mission Statement), FN-02 (Vision Statement), FN-03 (Statement of Values) and FN-04 (Intellectual Freedom) to be reviewed for the next Board meeting on April 24th.**
 | **Board & Staff****Resolution # 19-14** **M: Sherry Burke****S: Miranda Mitchell****All in Favour. Carried.****.** |
| **8** | **New Business*** **Tiffany – Gave a demonstration of her work as Heritage Librarian.**
* **A motion was made to approve spending up to $600.00 to be taken out of the Library Equipment budget to be spent on a 3 tb hard drive and the VITA toolkit basic subscription.**
* **Rod, David and the Municipal accountant are preparing a ‘terms of reference’ for the Hastings Highlands Public Library Student Bursary Fund.**
* **The Library Board decided not to take on a Soup & Sandwich Library Fundraiser**
* **All Board members are asked to take the ‘Worker Health and Safety Awareness in 4 Steps’ mini-course.**
 | **Board & Staff****Resolution # 19-15** **M: Colette Freeman****S: Valerie Loney****All in Favour. Carried** |
| **9** | **Other Business** | **Board & Staff** |
| **10** | **Next Meeting Date: Wednesday, April 24th at 9:00 am in the Program Room** | **Board & Staff** |
| **11** | **Adjournment at 11:30 am**  | M: Anne Coleman |
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