|  |  |  |  |
| --- | --- | --- | --- |
| **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 | A | **Guest Attendance** |  |
| Rod Moffitt - CEO | P |  |  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **#** | **Description/Action Required** | **Responsibility** |
|  | **Call to Order** | **Chair** |
| **1** | **Approval of Agenda**  That the Agenda be approved as presented. | **Board & Staff**  **Resolution #**  **19-07**  **M: Miranda Mitchell**  **S: Anne Coleman**  **All in Favour. Carried.** |
| **2** | **Declaration of Conflict of Interest - None** | **Board & Staff** |
| **3** | **Minutes**  That the Minutes from the Wednesday, January23rd Board meeting be accepted as presented. | **Board & Staff**  **Resolution # 19-08**  **M: Valerie Loney**  **S: Miranda Mitchell**  **All in Favour. Carried.** |
| **4** | **Business Arising from Minutes - None** | **Board & Staff** |
| **5** | **Reports** | **Board & Staff** |
| **a** | **CEO**   * **Three new Library programs have started this month: the Knitting/Crocheting/Embroidery club, Winter yoga and, Movie and a Potluck.** * **Rod attended the Ontario Library Association conference in Toronto (January 31st to February 1st)** * **February calendar of events (on website)** * **February Cultural report (on website)** | **CEO** |
| **b** | **Secretary**   * **A letter was received from Barbara Francetto from SOLS to the members of the Board. The letter informed Board members about free training opportunities related to their position on the Library Board.** | **CEO** |
| **c** | **Treasurer**   * **There was a motion to accept the 2018 last quarter financial report.** * **There was a motion to accept the 2019 Draft budget and rationale** * **Once the final surplus amount for the 2018 Budget year is determined, the Library Board agrees to place the surplus in the Library Reserve.** * **On Monday, March 4, 2019 at 10:00 am, Anne Coleman will be presenting the 2019 Library draft budget to the Budget Ad-Hoc Committee.** | **Board & Staff**  **Resolution #**  **19-09**  **M: Valerie Loney**  **S: Vic Bodnar**  **All in Favour. Carried.**  **Board & Staff**  **Resolution # 19-10**  **M: Miranda Mitchell**  **S: Colette Freeman**  **All in Favour. Carried.** |
| **d** | **Committee** | **Board** |
| **e** | **Trustee** | **Board** |
| **f** | **Council**   * **Rick Phillips, Warden of Hastings County, sent a letter to Mayor Bodnar regarding the upcoming Youth Summit. They will be sending 50 youth to the annual entrepreneurial conference. We need to find out more information about this event.** * **Vic had a meeting with Stephen Hunter, chief of the Algonquins. He would like to do more First Nations awareness projects with the Library (i.e. build a birch bark canoe for the library, do talks at the library, set up a display…)** | **Municipal Rep.** |
| **6** | **Strategic Plan**   * **The Strategic Plan update was reviewed** | **Board & Staff** |
| **7** | **Policies**   * **The HHPL Digital Heritage Strategy, 2017-2020 was reviewed as a report. The revised document will be ready for approval at the next Board meeting.** * **The following policies were reviewed: Policy BL-01 (Statement of Authority), Policy BL-02 (Composition of the Board) and BL-03 (Terms of Reference of the Officers). The revised documents will be ready for approval at the next Board meeting.** * **There was a discussion regarding the HHPL Student Bursary Trust Fund policy. The revised document will be ready for approval at the next Board meeting.** * **Policies BL-04 (Powers and Duties of the Board), BL-05 (Meetings of the Board) and BL-06 (Amendment of Bylaws) are to be reviewed for the next Board meeting (Wednesday, March 27, 2019).** |  |
| **8** | **New Business**   * **AODA training is required for Board members.**   <http://www.ohrc.on.ca/en/learning/working-together-code-and-aoda>   * **Please submit your training certificate to Rod when completed.** |  |
| **9** | **Other Business**   * **Taylor Grosklag sent her regrets at not being able to attend the Board meeting due to her current job training. However, she will continue to be at the Library for the Community Youth Hub Program Drop-in on Tuesdays. Once she is settled in at her new position with North Hastings Children’s Services, plans will be made regarding the partnership between the NHCS and the HHPL.** * **Colette is interested in starting a program once a month called Lifelong Learners, where an interesting talk is presented. Colette will be writing up a proposal for the Board regarding her idea.** | **Board & Staff** |
| **10** | **Next Meeting Date:**   * **Wednesday, March 27, 2019 at 9:00 am in the Program Room.** | **Board & Staff** |
| **11** | **Adjournment at 2:45 pm** | M: Anne Coleman |
|  |  |  |
|  |  |  |
|  |  |  |