

Hastings Highlands Public Library Board
 Meeting Minutes from Thursday, January 14th, 2021
 Meeting held via Zoom at 9:00 am

Board Member Attendance		Board Member Attendance	
Anne Coleman - Chair	P	Colette Freeman - Director	P
Valerie Loney – Vice-Chair	P	Dorothy Gerrow - Director	P
Vic Bodnar – Municipal Rep	P		
Kristena Schutt – Moore - Director	P	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 # 21-1 M: Valerie Loney S: Dorothy Gerrow All in Favour. Carried.	
2	Declaration of Conflict of Interest - None		
3	Minutes That the Minutes from the Thursday, November 19 th , 2020 Board meeting be accepted as presented.	Board & Staff Resolution # 21-2 M: Vic Bodnar S: Dorothy Gerrow All in Favour. Carried.	
4	Business Arising from Minutes - None		
5	Reports		
a	CEO <ul style="list-style-type: none"> • The first HHPL Quarterly Newsletter was published during the first week of January. Newsletters will be shared online with area schools, Hastings Highlands Councillors, the Interlake Association, and the Maynooth and Area Business Association. Hard copies will be available at the Maynooth Post Office and the Library. • Rod will be virtually attending the Ontario Library Association conference February 2nd - 4th, 2021. • The HHPL will be subscribing to Kanopy in January. Kanopy is an online streaming platform with over 30,000 films and documentaries to choose from. • The HHPL has 3 Provincial 2021 Park Day Passes that may be signed out by patrons. 	CEO	

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	<ul style="list-style-type: none"> • The Library has chosen not to apply for a summer student this year. • Some upcoming plans are displaying historical photos in the library, operating the seed library, facilitating the ‘Good Food Box’ and providing monthly activity grab bags. 	
b	Secretary - None	CEO
c	Treasurer <ul style="list-style-type: none"> • The Q4 financial report will not be ready until later in February. • The Library 2021 budget presentation for Council will be on Monday, February 22nd at 1:00 pm. Anne and Rod will be presenting • The Board agreed to ask for an inflation % increase in the 2021 budget. 	
d	Committee <ul style="list-style-type: none"> • Valerie gave an update on the Health and Safety committee. The next meeting is scheduled for Tuesday, February 9th at 2:00 pm. 	Board
e	Trustee <ul style="list-style-type: none"> • Anne has been contacting other public libraries to find out how they have been functioning during these times. 	Board
f	Council <ul style="list-style-type: none"> • Vic said that the Municipality has moved back to Phase 1 of their Emergency Measures Protocol. 	Municipal Rep.
6	Strategic Plan <ul style="list-style-type: none"> • An updated copy of the strategic plan was provided. As an addition to the plan, Anne mentioned promoting the HHPL through a radio commercial. Anne is going to pass this information to Rod. 	Board & Staff
7	Policies <ul style="list-style-type: none"> • A motion was made to accept HHPL policies HR-11 (Definition of an Employee), HR-12 (Hours of Work and Overtime), and HR-13 (Statutory Pay). 	Board & Staff Resolution # 21-3 M: Valerie Loney S: Dorothy Gerrow All in Favour. Carried. Board & Staff

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	<ul style="list-style-type: none"> • A motion was made to delay reviewing the following policies until the next Board meeting (Thursday, February 18th, 2021): OP-11 (Unattended Children), HR-14 (Vacation Pay) and HR-15 (Sick Leave). • Board members will receive copies of HHPL policies HR-16 (Bereavement Leave), HR-17 (Jury Duty), and HR-18 (Professional Development) for review at the March Board meeting. 	<p>Resolution # 21-4 M: Colette Freeman S: Anne Coleman All in Favour. Carried.</p>
8	<p>New Business</p> <ul style="list-style-type: none"> • Rod gave an update on the status of the HHPL Student Bursary. Seven student applicants will be receiving \$300.00 each once they submit proof of enrollment in second semester. • The deadline for applications for the Library Board vacancy is Friday, January 22nd. • The next Board meeting dates are: <ul style="list-style-type: none"> - Thursday, February 18th at 9:00 am - Thursday, March 25th at 1:00 pm - Thursday, April 22nd at 9:00 am 	
9	<p>Other Business</p> <ul style="list-style-type: none"> • A motion was made that the Board Rises to Go into Closed Session (1) at 9:05 am (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 • Board Rises and from Closed Session at 9:48 am <p>THAT the HHPL rises from the closed session and directs staff to carry out all actions as approved in the January 14th, 2021 Closed Session of the HHPL Board and report.</p> <ul style="list-style-type: none"> • A motion was made that the Board Rises to Go into Closed Session (2) at 10:43 am (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: 	<p>Board & Staff Resolution # 21-5 M: Valerie Loney S: Dorothy Gerrow All in Favour. Carried.</p> <p>Board & Staff Resolution # 21-11 M: Anne Coleman S: Valerie Loney</p>

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	<p>- Confidential discussion CEO wages.</p> <ul style="list-style-type: none"> • Board Rises and from Closed Session at 10:48 am <p>THAT the HHPL rises from the closed session and directs staff to carry out all actions as approved in the January 14th, 2021 Closed Session of the HHPL Board and report.</p>	All in Favour. Carried
10	Next Meeting Date: Thursday, February 18, 2021 at 9:00 am. Meeting details TBA.	Board & Staff
11	Adjournment at 10:50 am	M: Anne Coleman