

Hastings Highlands Public Library Board
Meeting Minutes for Wednesday, June 19th, 2019
Meeting held in Program room at 9:00 am

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		

#	Description/Action Required	Responsibility
	Call to Order	Chair
1	Approval of Agenda That the Agenda be approved as presented.	Board & Staff Resolution # 19-24 M: Valerie Loney S: Miranda Mitchell All in Favour. Carried.
2	Declaration of Conflict of Interest - None	Board & Staff
3	Minutes That the Minutes from the Wednesday, May 22 nd Board meeting be accepted as presented.	Board & Staff Resolution # 19-25 M: Miranda Mitchell S: Valerie Loney All in Favour. Carried.
4	Business Arising from Minutes - None	Board & Staff
5	Reports	Board & Staff
a	CEO <ul style="list-style-type: none"> • June Calendar of Events (on website) • June Cultural report (on website) • Interlibrary loans are up and running. We will monitor to see the effectiveness of the service in the months ahead. • Dominique Spilek and Kassidy Neuman have been hired as summer students being sponsored by Youth Job Connect (Loyalist) and Metis Nation of Ontario respectively. They will be working 28 hours per week for eight weeks starting on July 8th. 	CEO
b	Secretary	CEO

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c	Treasurer <ul style="list-style-type: none"> The second quarter financial report will be sent out to Board members once it is received in early July. 	
d	Committee	Board
e	Trustee	Board
f	Council	Municipal Rep.
6	Strategic Plan <ul style="list-style-type: none"> Board members will be reviewing the current Strategic Plan over the summer. We will take time in the September meeting to discuss the Strategic Plan. 	Board & Staff
7	Policies <ul style="list-style-type: none"> A motion to accept HHPL Policy VOL-01 (Volunteer Program), VOL-02 (Recruitment and Assignment), and VOL-03 (Responsibilities of Volunteers) as amended. HHPL Policies FR-01 (General Gift Acceptance), FR-02 (Administration), and FR-03 (Partnership and Sponsorship) were amended. The amended copies will be available at the September 25th Board meeting. Vic will look into the Municipal Charitable Status related to the Library as well as the possibility of putting a donate button on the Library website. Distribution of HHPL Policy GOV-01 (Purpose of the Board), GOV-02 (Board Orientation), and GOV-03 (Duties and Responsibilities of Individual Board Members for the October Board meeting. 	Board & Staff Resolution # 19-26 M: Sherry Burke S: Miranda Mitchell All in Favour. Carried.
8	New Business <ul style="list-style-type: none"> A motion was made to extend the Library hours for the Maynooth Madness community event. On Saturday, August 31st the Library will be open from 10:00 am to 4:00 pm. Valerie will bring a large glass carboy to set up on the front desk for donations. Ken Fraser's proposal to bring author Dave Meslin to do a book reading on Thursday, August 8th from 6:00 – 8:00 pm 	Board & Staff Resolution # 19-27 M: Valerie Loney S: Anne Coleman All in Favour. Carried

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	<p>was approved. The book is called, “Teardown: Rebuilding Democracy from the Ground Up.” Rod will contact Ken about the details.</p> <ul style="list-style-type: none"> • Roy Mitchell’s proposals for ‘Books that Changed Our Lives 2019’ and ‘Connecting Communities/Making Connections’ were approved by the Board. Rod will contact Roy regarding dates and times. • A motion was made that the Library is prepared to offer the facilities for after-hour use, with the booking group being required to pay for two staff members in order to open and close the facilities and to be present during the program. The Library staff will not be responsible for childcare for any events. 	<p>Board & Staff Resolution # 19-28 M: Anne Coleman S: Colette Freeman All in Favour. Carried</p>
9	<p>Other Business</p> <ul style="list-style-type: none"> • The Friends of the Library closed their old Scotiabank account. • The meeting dates for the fall are Wed. Sept. 25, Thurs. Oct. 17, Wed. Nov. 27, and Thurs. Dec. 12 at 9:00 am) • The Staff appreciation BBQ is occurring on Wednesday, June 19th from 4:00 – 6:00 pm. 	<p>Board & Staff</p>
10	<p>Next Meeting Date: Wednesday, September 25th at 9:00 am in the Program Room</p>	<p>Board & Staff</p>
11	<p>Closed Session – 11:05 – 11:20 am Purpose was to discuss the self-evaluation of the CEO.</p>	
12	<p>Adjournment at 11:20 am</p>	<p>M: Anne Coleman</p>