|  |  |  |  |
| --- | --- | --- | --- |
| **Board Member Attendance** |  | **Board Member Attendance** |  |
| Anne Coleman - Chair | P | Colette Freeman - Director | A |
| Vic Bodnar – Municipal Rep. | P | Sherry Burke - Director | P |
| Valerie Loney - Director | P | Miranda Mitchell - Director | A |
| 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- 29**  **M: Valerie Loney**  **S: Anne Coleman**  **All in Favour. Carried.** |
| **2** | **Declaration of Conflict of Interest** | **Board & Staff** |
| **3** | **Minutes**  That the Minutes from the June 19th, 2019 Board meeting be accepted as presented. | **Board & Staff**  **Resolution # 19- 30**  **M: Valerie Loney**  **S: Sherry Burke**  **All in Favour. Carried.** |
| **4** | **Business Arising from Minutes -** None | **Board & Staff** |
| **5** | **Reports**   * **July – August- September Calendars of Events (on website)** * **July – August - September Cultural Reports (on website)** * **Rod will be attending the ‘Little Branches, Rural Roots’ library conference in Arnprior on Saturday, October 5th.** * **Rod represented the HHPL at the Social Prescribing Fair at the Bancroft Legion on Tuesday, September 24th.** | **Board & Staff** |
| **a** | **CEO** | **CEO** |
| **b** | **Secretary** | **CEO** |
| **c** | **Treasurer**   * **Approval of the second quarterly report for the Library was tabled for the October meeting** * **Approval of the Auditor’s report for 2018 was tabled for the October meeting.** |  |
| **d** | **Committee** | **Board** |
| **e** | **Trustee** | **Board** |
| **f** | **Council** | **Municipal Rep.** |
| **6** | **Strategic Plan**   * **The Strategic Plan needs to be a guide for what the Library will do.** * **The new Strategic Plan will be for four years (2020 – 2023)** * **We will plan for a two-page Strategic Plan** * **Three areas for the plan could be Services, Communication and Foundation with a simplification of goals in each area.** * **Anne and Valerie will draft a new Strategic Plan to be presented in the November meeting.** | **Board & Staff** |
| **7** | **Policies**   * **A motion to accept HHPL Policies FR-01 (General Gift Acceptance), FR-02 (Administration), and FR-03 (Partnership and Sponsorship) as amended.** * **Review HHPL Policies GOV-01 (Purpose of the Board), GOV-02 (Board Orientation), and GOV-03 (Duties and Responsibilities of Individual Board Members for the Thursday, October 17th Board meeting.** | **Board & Staff**  **Resolution # 19- 31**  **M: Anne Coleman**  **S: Sherry Burke**  **All in Favour. Carried.** |
| **8** | **New Business**   * **Murder Mystery Update – The date is Friday, November 29th. There is a ‘casino’ theme. We will sell 135 tickets. Valerie is in charge of decorating. She will contact Board members regarding decorating needs. There will be a decorating work bee for Board members after the Board meeting on Wednesday, November 27th. Anne has contacted Crystal Landis regarding catering a lasagna meal. Rod will obtain the liquor license and check with the fire marshall regarding safety.** * **Board members decided not to have dedicated email addresses.** * **Five artists who painted street scenes of Maynooth during Maynooth Madness have chosen to donate their paintings to the HHPL. Rod will contact the artists to get bio information to post with the paintings.** * **Rod will also contact the artist of one of the current paintings in the library to find out about its history.** * **Alzheimer’s training for staff has been scheduled for Tuesday, November 12th from 2:30 – 4:00 pm** * **The Baptiste Lake Association donated $1,000.00 to the HHPL from the proceeds of their annual summer golf tournament. The Board decided to deposit this money in the HHPL Student Bursary Fund.** |  |
| **9** | **Other Business** | **Board & Staff** |
| **10** | **Next Meeting Date: Thursday, October 17, 2019 at 9:00 am in the Program Room** | **Board & Staff** |
| **11** | **Adjournment at 11:30 am** | M: Kristena Schutt-Moore |
|  |  |  |
|  |  |  |
|  |  |  |