

**Hastings Highlands Public Library Board**  
**Meeting Agenda for Thursday, May 27<sup>th</sup> at 9:00 am via Zoom**  
(Public notice: Please email Kristin Seaborn at [ceo@hastingshighlandslibrary.ca](mailto:ceo@hastingshighlandslibrary.ca) if you would like to  
Attend this Board meeting.)

#	For Discussion	Responsibility
	Call to Order	Chair/Vice-Chair
1	Approval of Agenda	Board & Staff
2	Declaration of Conflict of Interest	Board & Staff
3	Consent for minutes from Thursday, April 22, 2021.	All
4	Business Arising from Minutes	Board & Staff
5	Reports	Board & Staff
a	CEO <ul style="list-style-type: none"> <li>• Bursary donation</li> <li>• Donation</li> <li>• Staffing Update</li> <li>• Lockdown Operations</li> <li>• Declaration of Vacancy on the Board</li> </ul>	Staff
b	Secretary	Staff
c	Treasurer <ul style="list-style-type: none"> <li>• Q1 Library Financial Report</li> </ul>	Staff
d	Committee <ul style="list-style-type: none"> <li>• Health &amp; Safety (Valerie)</li> </ul>	Board
e	Trustee	Board
f	Council	Municipal Rep.
6	Strategic Plan Update <ul style="list-style-type: none"> <li>• Update regarding the Quarterly newsletters</li> </ul>	Board & Staff
7	Policies	Board & Staff

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	<ul style="list-style-type: none"> <li>• Motion to accept Policy BL-05 (Meetings of the Board) as amended.</li> <li>• Motion to accept Policies HR-16 (Bereavement Leave), HR-17 (Jury Duty), and HR-18 (Professional Development) as amended.</li> <li>• Review policies HR-19 (Conferences and Seminars) and HR-20 (Staff Use of Social Media)</li> <li>• Receive copies of OP-01 (Confidentiality) and OP-02 (Safety, Security and Emergency) for review at the June 24<sup>th</sup> Board meeting.</li> </ul>	
<b>8</b>	<b>New Business</b> <ul style="list-style-type: none"> <li>• Fundraising ideas discussion</li> </ul>	<b>Board &amp; Staff</b>
<b>9</b>	<b>Other Business</b>	<b>Board &amp; Staff</b>
<b>10</b>	<b>Next Meeting: Thursday, June 24, 2021.</b>	<b>Board &amp; Staff</b>
<b>11</b>	<b>Adjournment</b>	