

Hastings Highlands Public Library Board
Meeting Minutes from Thursday, February 18th, 2021
Meeting via Zoom

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	Steven Petrick	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 # 21-16 M: Vic Bodnar S: Dorothy Gerrow All in Favour. Carried.
2	Declaration of Conflict of Interest - None	Board & Staff
3	Minutes That the Minutes from the Thursday, January 14 th , 2021 Board meeting be accepted as presented. That the Minutes from the Friday, January 29 th , 2021 special meeting of the Board be accepted as presented.	Board & Staff Resolution # 21-17 M: Colette Freeman S: Valerie Loney All in Favour. Carried. Board & Staff Resolution # 21-18 M: Kristena Schutt-Moore S: Anne Coleman All in Favour. Carried.
4	Business Arising from Minutes - None	Board & Staff
5	Reports	Board & Staff
a	CEO <ul style="list-style-type: none"> • The October – December Cultural Report is on the Library website. • The Sew ‘n sews made a donation to the library. • Rod virtually attended the OLA Superconference on February 3rd – 5th. 	CEO

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b	Secretary	CEO
c	<p>Treasurer</p> <ul style="list-style-type: none"> • That the 2021 Library Budget proposal was accepted as presented with the proviso that the Library reserve information will be provided to the Board. • The Board reviewed the 2021 Library Budget presentation that is going to be presented to Council on Monday, February 22nd, 2021 at 1:00 pm. 	<p>Board & Staff Resolution # 21-19 M: Valerie Loney S: Kristena Schutt-Moore All in Favour. Carried.</p>
d	<p>Committee</p> <ul style="list-style-type: none"> • Valerie reported that the Health and Safety committee did not meet on Tuesday, February 9th, 2021 because there were no items to discuss. Their next meeting is scheduled for Tuesday, March 9th at 2:00 pm. 	Board
e	<p>Trustee</p> <ul style="list-style-type: none"> • Anne gave a report about her virtual attendance at the OLA Superconference. 	Board
f	<p>Council</p> <ul style="list-style-type: none"> • Mayor Bodnar reported that the Municipality is entering their Stage 3 of opening as of Monday, February 22nd, 2021. 	Municipal Rep.
6	<p>Strategic Plan</p> <ul style="list-style-type: none"> • Anne brought up the idea of creating a committee to discuss a CEO assessment action plan. This will be discussed further at the next Board meeting. 	Board & Staff
7	<p>Policies</p> <ul style="list-style-type: none"> • The Board had a discussion regarding procedural protocol related to policy BL-05. It was decided to think this topic over and bring it back to the next Board meeting. • Policies OP-11 (Unattended Children), HR-14 (Vacation Pay) and HR-15 (Sick Leave) were discussed and revised. It was decided keep the HR-14 policy relating to full-time staff as is and name it HR-14A. We will also have a HR-14B policy which relates to part time staff. A similar decision was made to have the HR-15A policy for full-time staff and HR-15B policy for part-time staff. 	

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8	New Business <ul style="list-style-type: none">• A discussion was held regarding Board meeting times. It was agreed to keep the Board meetings at their regular time of 9:00 am on a weekday. Rod will inform the new Board member of this decision.	
9	Other Business <ul style="list-style-type: none">• The Board had a discussion about some ideas for online programming. It was agreed to use ideas that are specific to our patrons.	Board & Staff
10	Next Meeting Date: Thursday, March 25 at 9:00 am in the Program Room.	Board & Staff
11	Adjournment at 10:55 am	M: Anne Coleman