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| **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 | A |
| Kristena Schutt – Moore - Director | A | **Guest Attendance** |  |
| Rod Moffitt - CEO | P |  |  |
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| **#** | **Description/Action Required** | **Responsibility** |
|  | **Call to Order** | **Chair** |
| **1** | **Approval of Agenda**  That the Agenda be approved as presented. | **Board & Staff**  **Resolution #**  **19- 20**  **M: Valerie Loney**  **S: Colette Freeman**  **All in Favour. Carried.** |
| **2** | **Declaration of Conflict of Interest** | **Board & Staff** |
| **3** | **Minutes**  That the Minutes from the Wednesday, April 24, 2019 Board meeting be accepted as amended. | **Board & Staff**  **Resolution # 19- 21**  **M: Vic Bodnar**  **S: Colette Freeman**  **All in Favour. Carried.** |
| **4** | **Business Arising from Minutes -** None | **Board & Staff** |
| **5** | **Reports** | **Board & Staff** |
| **a** | **CEO**   * **May Calendar of Events (on website)** * **May Cultural Report (on website)** * **We are still waiting for SOLS to provide information about how they are dealing with the recent budget cut and how it will affect our local library.** * **The HHPL has received partial funding for two summer students through the Youth Job Connect program (Loyalist College) and the Metis Nation.** * **Brent Dalley has provided a replacement computer at cost to the Library. He set the computer up, checked that all our computers had the required programs on them and looked into repairing one of the children’s computers. He has logged approximately 2 hours of work time since January.** | **CEO** |
| **b** | **Secretary** | **CEO** |
| **c** | **Treasurer** |  |
| **d** | **Committee** | **Board** |
| **e** | **Trustee** | **Board** |
| **f** | **Council** | **Municipal Rep.** |
| **6** | **Strategic Plan**   * **The Board will be reviewing the current strategic plan over the summer** | **Board & Staff** |
| **7** | **Policies**   * **A motion to accept HHPL Policies FN-01 (Mission Statement), FN-02 (Vision Statement), FN-03 (Statement of Values) and FN-04 (intellectual Freedom) as amended.** * **HHPL Policies VOL-01 (Volunteer Program), VOL-02 (Recruitment and Assignment), and VOL-03 (Responsibilities of Volunteers) were reviewed. The amended copies will be available at the June 19th Board meeting.** * **HHPL Policies FR-01 (General Gift Acceptance), FR-02 (Administration), and FR-03 (Partnership and Sponsorship) were handed out to be reviewed at the June 19th Board meeting.** * **Regarding pets in the Library, a motion was made to include the following statement in our Operational Policy (OP-03, 1(d):**   **“Other animals are only allowed in the Library during authorized programs. When animals are involved in programming, notification of the event will be made in several ways.”** | **Board & Staff**  **Resolution #**  **19 -22**  **M: Anne Coleman**  **S: Valerie Loney**  **All in Favour. Carried.**  **Board & Staff**  **Board & Staff**  **Resolution #**  **19 -23**  **M: Sherry Burke**  **S: Colette Freeman**  **All in Favour. Carried.**  **Board & Staff** |
| **8** | **New Business**   * **The Library Board would like to provide a Library Staff thank-you BBQ on Wednesday, June 19th from 4:00 – 6:00 pm. Valerie and Colette will be organizing the food. Valerie will be preparing a card.** * **The Library Board has made a plan for the evaluation of the CEO. The CEO is gathering sample evaluation forms for the staff. The Board will be doing a self-evaluation in the fall.** * **The Library Board has agreed to provide a weekly time slot for Community Employment Services from Loyalist College to provide employment services for the residents of Hastings Highlands.** * **The Library Board has decided to provide the venue for the Community Youth Hub Program to meet. Taylor Grosklag will run the program and provide additional staff if needed. Tiffany will be available for emergency backup if needed. The Library will not be planning programming that will conflict with the Community Youth Hub program time.** |  |
| **9** | **Other Business**   * **A motion was made to accept the Hastings Highlands Public Library Student Bursary Fund Terms of Reference.** * **Rod will be dropping off the bursary applications to NHHS this week. He will also set up a Scotiabank account for the Bursary.** * **Rod will contact representatives of the former ‘Friends of the Library’ group to find out what they would like to do with the remaining funds in the bank account and what their intentions about the status of the group are.** | **Board & Staff**  **Resolution #**  **19 -23**  **M: Valerie Loney**  **S: Vic Bodnar**  **All in Favour. Carried.**  **Board & Staff** |
| **10** | **Next Meeting Date: Wednesday, June 19, 2019 at 9:00 am in the Program Room** | **Board & Staff** |
| **11** | **Adjournment at 11:20 am** | M: Valerie Loney |
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