

MISSISSIPPI MILLS PUBLIC LIBRARY
BOARD
MINUTES
Regular Meeting

A regular meeting of the Mississippi Mills Public Library Board was held on August 6, 2021 at 10:30 a.m. online through Zoom.

1. CALL TO ORDER

The meeting was called to order at 10:30 a.m.

2. ATTENDANCE:

PRESENT:

Cathy Peacock, Chair
Leanne Czerwinski, Vice Chair
Councillor Jan Maydan
Micheline Boucher
Barbara Button
Warren Thorngate
Marie Traversy
Jeff Fraser
Christine Row, staff

ABSENT:

3. APPROVAL OF AGENDA

Resolution No. 36-21

Moved by W. Thorngate

Seconded by J. Fraser

THAT the MMPLB approve the agenda with the addition of the Draft 2022 Capital Budget.

CARRIED

4. DISCLOSURE OF PECUNIARY INTEREST

[None]

5. DELEGATIONS/PRESENTATIONS

[None]

6. CONSENT ITEM

- a) Approval of minutes June 11, 2021
- b) Correspondence
[None]
- c) Reports- CEO report, 2020 Annual Report
- d) Incidents
[None]

Resolution No. 37-21

Moved by L. Czerwinski

Seconded by J. Maydan

THAT the MMPLB accepts the consent items and approves the June 11, 2021 minutes as amended.

CARRIED

7. FOR DISCUSSION/DECISION

a) Closed meeting

[None]

b) Policy review- Recruitment, Selection and Hiring (HR-01), Terms and Conditions of Employment (HR-07), and Compensation (HR-08)

MMPL defers this item until the HR Committee reviews the Acting Employment policy in the Mississippi Mills Consolidated By-Law No. 01-21.

c) New Employee Package

MMPLB reviewed the New Employee Package. This list will now be used when hiring new employees.

CARRIED

d) Financial review

Resolution No. 38-21

Moved by B. Button

Seconded by J. Fraser

THAT the MMPLB approves the Mississippi Mills Public Library Draft 2022 Operating Budget.

CARRIED

Christine will contact the auditor to arrange a meeting with the Library Board to review the 2020 Audit.

8. OTHER/NEW BUSINESS

a) Cost Sharing update

There is a reimbursement plan information section on the website and we will attach the online reimbursement form in September. Christine has sent Council and CAO a link to the site.

b) Friends of the Library update

The Friend's fundraising activities including the Friends' Store at the market and the 2022 calendar preparations are going well.

c) Communication Committee update

[None]

d) Communication to Municipality/Council

Christine will contact the Clerk to arrange a time for the Board to present the 2020 Annual Report.

e) Board training

J. Maydan presented information on building effective relationships with municipal council. M. Boucher will send the supporting documents to Board members after the meeting.

f) 2022 Holidays and Closures schedule

Christine provided a list of dates the Library will be closed in 2022.

g) Draft 2022 Capital Budget

Resolution No. 39-21

Moved by B. Button
Seconded by W. Thorngate

THAT the MMPLB approves the Mississippi Mills Public Library Draft 2022 Capital Budget.

CARRIED

9. NEXT MEETING

Friday, September 10, 2021 at 10:30 a.m. via Zoom

10. ADJOURNMENT

Resolution No. 40-21

Moved by J. Fraser

Seconded by W. Thorngate

THAT the meeting be adjourned at 12:20 p.m.

CARRIED