

**MISSISSIPPI MILLS PUBLIC LIBRARY**  
**BOARD**  
**MINUTES**  
Regular Meeting

A regular meeting of the Mississippi Mills Public Library Board was held on October 8, 2021 at 10:30 a.m. online through Zoom.

1. CALL TO ORDER

The meeting was called to order at 10:44 a.m.

2. ATTENDANCE:

PRESENT:

Cathy Peacock, Chair  
Councillor Jan Maydan  
Micheline Boucher  
Warren Thorngate  
Marie Traversy  
Jeff Fraser  
Christine Row, staff

ABSENT:

Barbara Button  
Leanne Czerwinski, Vice Chair

3. APPROVAL OF AGENDA

**Resolution No. 46-21**

**Moved by** M. Traversy

**Seconded by** W. Thorngate

**THAT** the MMPLB approves the agenda with the addition of a Closed meeting and the Mississippi Mills Public Library COVID-19 Vaccination Policy under New Business.

**CARRIED**

4. DISCLOSURE OF PECUNIARY INTEREST

[None]

5. DELEGATIONS/PRESENTATIONS

6. CONSENT ITEM

- a) Approval of minutes September 10, 2021
  - b) Correspondence - EKF's matching funds for the Indigenous library project (SchoolBOX North), September 30, 2021 letter and response to Mr. and Mrs. Read
  - c) Reports- CEO report, Staff Step Increases
  - d) Incidents
- [None]

**Resolution No. 47-21**

**Moved by** W. Thorngate

**Seconded by** J. Maydan

**THAT** the MMPLB accepts the consent items and approves the September 10, 2021 minutes as amended.

**CARRIED**

7. FOR DISCUSSION/DECISION

a) Closed meeting  
**Resolution No. 48-21**  
**Moved by C. Peacock**  
**Seconded by M. Traversy**

**THAT** the MMPLB enter into an in camera session at 10:50 a.m. to address a topic pertaining to personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

**Resolution No. 49-21**  
**Moved by J. Fraser**  
**Seconded by W. Thorngate**

**THAT** the MMPLB meeting moves out of in camera at 11:11 a.m.

**CARRIED**

MMPLB provided staff direction.

b) Policy review- Staff Selection, Assignment and Accommodation (HR-01) and Accessibility in the Library (OP-01)

**Resolution No. 50-21**  
**Moved by M. Boucher**  
**Seconded by J. Maydan**

**THAT** the MMPLB approves Staff Selection, Assignment and Accommodation (HR-01) and Accessibility in the Library (OP-01) as presented.

**CARRIED**

c) 2022 Hours report

**Resolution No. 51-21**  
**Moved by J. Fraser**  
**Seconded by W. Thorngate**

**THAT** the MMPLB accepts the 2022 Hours as proposed by the CEO effective January 1, 2022

**CARRIED**

d) Financial review- August 31, 2021 Financial Statement

**Resolution No. 52-21**  
**Moved by J. Fraser**  
**Seconded by W. Thorngate**

**THAT** the MMPLB approves the August 31, 2021 Financial Statement as presented.

**CARRIED**

## 8. OTHER/NEW BUSINESS

a) Cost Sharing update –There will be no reimbursements beyond the approved \$30 per person and \$55

per household to cover the Carleton Place non-resident fees as these rates are fair and reasonable.

b) Friends of the Library update-The online auction is going well and the 2022 calendars should be ready by November.

c) Communication Committee/ Communication to Municipality& Council update- C. Peacock sent the Mayor and Council her reply to Mr. and Mrs. Read's letter.

d) Board training- The Board evaluation will be completed at the November meeting.

e) Mississippi Mills Public Library COVID-19 Vaccination Policy

**Resolution No. 53-21**

**Moved by** J. Maydan

**Seconded by** M. Traversy

**THAT** the MMPLB approves the Mississippi Mills Public Library COVID-19 Vaccination Policy as an appendix to the Staff Selection, Assignment and Accommodation (HR-01).

**CARRIED**

9. NEXT MEETING

Friday, November 12, 2021 at 10:30 a.m. via Zoom

10. ADJOURNMENT

**Resolution No. 54-21**

**Moved by** J. Fraser

**Seconded by** W. Thorngate

**THAT** the meeting be adjourned at 12:25 p.m.

**CARRIED**