



Midland Public Library

Board Meeting Minutes
Thursday, 17 January @ 5:00pm

Location: Midland Public Library – 3rd Floor Boardroom

Present R. Bald, B. Gorski, G. Nowak, L. Roy, B. Desroches, B. Kettle, K. Stief
Regrets P. Pantling, B. Gorski
Staff C. Bergstrom, CEO

1. Call to Order

The meeting was called to order, by the Chair, B. Kettle, at 5:00pm

2. Declaration of Pecuniary Interest

None

3. Approval of the Agenda

Motion to approve to the January 2019 Board meeting agenda

Moved by: G. Nowak

Seconded by: L. Roy

Carried

4. Approval of December 2018 Board Meeting Minutes

Motion to approve to the December 2018 Board meeting minutes

Moved by: R. Bald

Seconded by: L. Roy

Carried

5. Correspondence

C. Bergstrom shared a letter from a patron with concerns about the new arrivals shelf, stating it was difficult to use. C. Bergstrom will further investigate with the staff and with patrons to determine the appropriateness of the shelf for its current use, and will look at alternatives should it be deemed troublesome.

C. Bergstrom shared a letter from Tiny Township mayor congratulating MPL on all of the positive changes.

6. Security Update

C. Bergstrom shared that there have been a few minor incidents as of late due to the cold weather. These have been things like beer cans leave at the back staff vestibule and sleeping in the library. The security guards have been very active in patrolling the library and exterior while they are here, and although we have a high volume of people in the facility, they seem to be following our code of conduct.



7. New Business

a. Policy Updates: C. Bergstrom discussed the previously supplied updated policies.

i. OP-11: Local History

Motion to approve to the updated policy OP-11: Local History

Moved by: B. Kettle

Seconded by: B. Desroches

Carried

ii. OP-12: Information Services

Motion to approve to the updated policy OP-12: Information Services

Moved by: L. Roy

Seconded by: G. Nowak

Carried

iii. OP-13: Meeting the Requirements of the AODA Regulations

Motion to approve to the updated policy OP-13: Meeting the Requirements of the AODA Regulations

Moved by: K. Stief

Seconded by: L. Roy

Carried

iv. OP-14: The Library and Political Elections

Motion to approve to the updated policy OP-14: The Library and Political Elections

Moved by: B. Desroches

Seconded by: B. Kettle

Carried

v. OP-15: Animals in the Library

Motion to approve to the updated policy OP-15: Animals in the Library

Moved by: L. Roy

Seconded by: B. Kettle

Carried



vi. OP-16: Library Rules of Conduct

C. Bergstrom noted that the updates to this policy include the addition of vaping and cannabis products, due to recent changes in legislation.

Motion to approve to the updated policy OP-16: Library Rules of Conduct

Moved by: R. Bald

Seconded by: L. Roy

Carried

8. CEO Report

C. Bergstrom discussed the previously supplied CEO report. She reminded Board members about the Library deputation to the new council on Wednesday, January 23rd at 7pm. C. Bergstrom also reminded the Board about the library's first Council & Department Head Open house at the Library on Monday, February 11th from 6:30pm – 8pm. Board members are welcome to arrive early to help the staff welcome our guests.

K. Stief asked about volunteers and whether the library has plans to expand its volunteer base. C. Bergstrom noted that in 2018 the library did see an increase in the number of volunteers and shared that the management team is working to create new volunteer opportunities in the coming year. Volunteers are a wonderful resource and the library hopes to be able to welcome many more into our facility.

9. Report of Board Committees

a. Finance Committee

i. December Account Updates

C. Bergstrom discussed the previously supplied financial statements.

Motion to approve the December 2018 Operating Financial Statement

Moved by: K. Stief

Seconded by: B. Desroches

Carried



ii. Draft 2019 Operating Budget

The current proposed timelines for 2019 Operating Budget presentations to council is tentatively set for the last week of March 2019. The Board Chair will present the budget to council, with the CEO in attendance for support and to answer any operational questions. It is requested that other board members also attend. When a set date/time for the budget presentation becomes available it will be shared with the entire board.

b. Fundraising Committee

No written report provided. R. Bald discussed the sponsorship working group and their continued efforts with our volunteer fundraiser. There is a lot of background work going on with staff and the committee members to prepare a thorough sponsorship program.

R. Bald also reminded board members that the fundraising committee is already collecting items for the 2019 Christmas Basket Draw at the library's Christmas Market. If any members have items for donation to be included in the new baskets they are welcome to drop them off at the library any time. The Library will also be doing a gift-wrapping station at the market in 2019, so welcome any donations of wrapping paper, ribbon, gift bags, tissue paper, etc.

c. Nomination Committee

No written report provided. L. Roy informed the Board that their formal recommendation report for appointments had been sent to council and council would make their official appointment decisions on January 23rd, 2019. C. Bergstrom shared that Tiny Township had started the process of recruiting for their board member position, and has reached out to the board to participate in the process in the same format as the Midland board member positions. C. Bergstrom will share all updates and requests from Tiny Township as they become available.

11. Next Meeting

Date: February 21st, 2019

Time: 7:00pm



12. **Adjournment**
Motion to adjourn at 6:06pm
Moved by: R. Bald

Signed:

B. Kettle
B. Kettle, Chair
Secretary

Date: Feb 21 / 19

C. Bergstrom
C. Bergstrom, CEO & Recording