



Midland Public Library

Board Meeting Minutes
Thursday, 21 January 2021 @ 6pm

Location: Virtual Meeting via Zoom

Present R. Bald, B. Gorski, L Hillman, B. Desroches, C. McKay, B. Kettle, K. Weishar, C. Curlette

Regrets

Staff C.Bergstrom, CEO

1. Call to Order

The Board Chair, R. Bald, called the meeting to order at 6:00pm

2. Declaration of Pecuniary Interest

None

3. Approval of the Agenda

Motion to approve to the January 2021 Board meeting agenda

Moved by: L. Hillman

Seconded by: C. McKay

Carried

4. Approval of the November 2020 Board Meeting Minutes

Motion to approve to the November 2020 Board meeting minutes

Moved by: C. Curlette

Seconded by: B. Gorski

Carried

5. Correspondence

None at this time

6. Security Update

C. Bergstrom provided an update about security in and around the Library. She noted that there have been no significant security issues since the last board meeting. The Library has closed to the public due to Provincial Pandemic Regulations. While the library is closed to the public security services have not been utilized. They will resume when the library reopens to the public.

7. Board Continuing Education – C. Bergstrom shared that while the pandemic continues the A&D Committee will plan a meeting to work on a distance continuing



education plan for the Board. She also shared that this year the OLA SuperConference will be providing online access through August 2021 and MPL has purchased an institutional membership. This allows all board members and staff to attend sessions on-demand.

8. CEO Report

C. Bergstrom discussed the previously supplied CEO report.

9. New Business

a. COVID-19 Update

C. Bergstrom discussed the current status of services at the Library during the pandemic, noting that the Library had to revert back to curbside services only with the changes to the Provincial Guidelines. The Library staff are eager to return to offering in-person services. The situation will continue to be monitored and services will adjust as allowed and with ensuring safety for all.

C. McKay inquired about the continuation of services at local senior's residences. C. Bergstrom explained that at this time these services had been suspended to ensure the safety of all residents and staff. To work towards ensuring these locations still have access to services MPL was successful in receiving a grant from the Huronia Community Foundation to facilitate the create of miniature library collection carts for these locations. This includes a booktruck and new materials which will reside in each home, removing the need for recurring visits and increased risks to health and safety.

10. Report of Board Committees

a. Finance Committee

C. Bergstrom discussed the previously supplied Finance Committee report. The Finance Committee shared a variety of Town Capital charges that were inappropriately coded to our operating budget. S. Berriault confirmed that these charges needed to be corrected. At the time of the meeting they had not yet been corrected by the Finance department. The Finance Committee recommended deferring approving financial statements until the required corrections had been made.

Motion to defer the November/December 2020 Operating Financials until corrections are made

Moved by: B. Kettle

Seconded by: B. Gorski



Carried

C. Bergstrom updated the Board about the Draft 2021 Operating Budget presentation of February 11th, 2021. The presentation will be over Zoom. As in previous years MPL will have up to 10 minutes to present, followed by up to 10 minutes of questions from Council. R. Bald and C. Bergstrom will present the draft budget and answer all questions on behalf of the Library Board.

- b. Policy Committee** - C. Bergstrom shared the three policies that were scheduled for review by the Policy Committee and the Board. All policies had been created in 2018 and were scheduled for regular review.

Motion to approve the reviewed and updated policy GOV-12: Board Members Code of Conduct

Moved by: C. Curlette
Seconded by: B. Desroches
Carried

Motion to approve the reviewed and updated policy GOV-13: Succession Planning

Moved by: C. Curlette
Seconded by: B. Gorski
Carried

Motion to approve the reviewed and updated policy HR-01: Human Resource Management

Moved by: L. Hillman
Seconded by: C. Curlette
Carried

L. Hillman suggested that future revisions of policies should consider updating terminology to be more gender neutral.

c. Fundraising Committee & Sponsorship working group

Nothing to report at this time, as this committee and working group are both on hold due to the pandemic.



d. Assessment & Development Committee

The Assessment & Development Committee will meet in the coming months, post budget presentation, to devise an online continuing education plan for the Board.

11. Next Meeting

Date: February 18th, 2021

Time: 6:00pm

Location: Online via Zoom

12. Adjournment

Motion to adjourn at 6:22pm

Moved by: B. Gorski

Signed:

Approved virtually due to pandemic
R. Bald, Chair

Approved virtually due to pandemic
C. Bergstrom, CEO & Secretary

Date: February 18th, 2021