

**THE TOWNSHIP OF MUSKOKA LAKES PUBLIC LIBRARY BOARD**  
**MINUTES - OF THE REGULAR MEETING**  
***Tuesday, February 15, 2022***

A Regular Meeting of the Library Board was held online on Tuesday, February 15, 2022 at 1:00 p. m. via Zoom.

**PRESENT:**

Heidi Berninger – Vice-Chairperson  
Barb Bridgeman – Councillor  
Marg Buddo  
Valerie Duke – Chairperson  
Donelda Hayes  
Cathy Duck-CEO, Secretary/Treasurer

**1. Call to Order**

a. V. Duke called the meeting to order at 1:02 p.m.

**2. Respect and Acknowledgement Declaration**

“The Muskoka Lakes Public Library acknowledges that these land and waters are the traditional homeland of the Ojibway (*Oh-jib-way*) Nation and the Huron /Wendat (*Huron/When-dat*) Nation and now includes communities from the Mohawk Nation and the Metis (*May-tee*) Nation of Ontario. We acknowledge their stewardship throughout the ages.”

**3. Adoption of Agenda**

a. Consideration of a resolution to adopt the Library Board agenda dated February 15, 2022.

**Resolution Number 1-02/15/22**

Moved by H. Berninger; Seconded by D. Hayes; be it resolved that the Library Board agenda be adopted.  
Carried.

**4. Disclosure of Interest**

a. None declared.

**5. Receipt/Adoption of Minutes**

a. Consideration of a resolution to adopt the Library Board minutes for the meeting held on Tuesday, January 11, 2022.

**Resolution Number 2-02/15/22**

Moved by B. Bridgeman; Seconded by M. Buddo; be it resolved that the Library Board minutes for the meeting held on Tuesday, January 11, 2022 be adopted.  
Carried.

## **6. Business Arising from the Minutes**

- a. None.

## **7. Financial**

- a. Budget Variance Report  
-Reviewed.

### **Resolution Number 3-02/15/22**

Moved by B. Bridgeman; Seconded by D. Hayes to accept the report as presented.

## **8. Reports**

- a. CEO
  - as reported.
  - Additions to report:
    - The Library reopened to inside service on Feb. 1/22.
    - Staff will be attending a mental health first aid course being offered by the municipality.
    - Two reading challenges for 2022, one for youth and one for adults.
- b. Council Representative
  - B. Bridgeman advised the Board that the municipality through Engage Muskoka Lakes has three active surveys for constituents to complete and submit.

## **9. Administrative Issues**

- a. Board Plan – Review Strategic Plan
  - Reviewed and updated.
- b. CEO 2022 Objectives
  - Reviewed.
- c. Health and Safety Policy Statement Including Violence and Harassment Prevention
  - Reviewed and accepted.

## **10. Policy Development and Review**

- a. Policy/Plan –
  - GOV-04 Duties and Responsibilities of Individual Board Members

### **Resolution Number 4-02/15/22**

Moved by M. Buddo; Seconded by H. Berninger: be it resolved that the Library Board adopt the policy Duties and Responsibilities of Individual Board Members.  
Carried.

### **Resolution Number 5-02/15/22**

Moved by H. Berninger; Seconded by B. Bridgeman: be it resolved that the Library Board remove the policy GOVBL-04 Board Members Code of Conduct as it is now incorporated into GOV-04 Duties and Responsibilities of Individual Board Members.  
Carried.

**11. New and Unfinished Business**

- a. 2022 Library Board Meeting Schedule
- removal of March meeting from 2022 schedule.
- discussion of ongoing changing COVID protocols.

**12. Closed Session**

- a. None.

**13. Adjournment**

- a. Consideration of a resolution to adjourn.

**Resolution Number 6-02/15/22**

Moved by H. Berninger; be it resolved that the meeting adjourn at 2:06 p.m.  
Carried.

CHAIRPERSON:

*Valerie*

SECRETARY:

*Cathy Buck*

APPROVED:

*Apr. 12/22*