

THE TOWNSHIP OF MUSKOKA LAKES PUBLIC LIBRARY BOARD
MINUTES - OF THE REGULAR MEETING
Tuesday, February 14, 2023

A Regular Meeting of the Library Board was held on Tuesday, February 14, 2023, at 1:00 p. m. at the Norma and Miller Alloway Muskoka Lakes Library, Port Carling, Ontario.

PRESENT:

Heidi Berninger
Barb Bridgeman
Marg Buddo
Doug Crichton
Valerie Duke
Mary Ellen McIntyre – Councillor
Deborah Stokes
Cathy Duck-CEO, Secretary/Treasurer

1. Call to Order

- a. V. Duke called the meeting to order at 1:11 p.m.

2. Respect and Acknowledgement Declaration

“The Muskoka Lakes Public Library acknowledges that these lands 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 14, 2023.

Resolution Number 1-02/14/23

Moved by B. Bridgeman; Seconded by H. Berninger; 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 Wednesday, January 18, 2023.

Resolution Number 2-02/14/23

Moved by M. Buddo; Seconded by Mary Ellen McIntyre; be it resolved that the Library Board minutes for the meeting held on Wednesday, January 18, 2023 be adopted.

Carried.

6. Business Arising from the Minutes

- a. None

7. Financial

- a. Budget Variance Expense

- Reviewed.

Resolution Number 3-02/14/23

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

- b. 2023 Budget Update

- There will be an operating budget public input meeting on February 24, 2023.

8. Reports

- a. CEO

Reviewed.

V. Duke will present to Council tomorrow morning.

- b. Council representative

- Councillor M. McIntyre updated the Board re: Dark Sky By-law and the formation of a new working group. D. Stokes suggested consideration of ideas to use the Library to promote and reach the community through awareness and education with dark sky programs

9. Administrative Issues

- a. Succession Planning

- D. Crichton reported that the Succession Planning Committee is working with the Ontario Library Service on a Succession Plan. The Committee has conducted staff interviews asking for input. The CEO has reviewed the draft job description.

- b. Advertising

- Advertising line item has been removed from the 2023 budget.

- c. CEO Goals 2023

- The Board will review and provide suggestions/comments at the next meeting.

- d. Statistics review

-Reviewed

- e. Bank Signing Officers

-V. Duke, H. Berninger, M. Buddo, and C. Duck will be the signing officers. Two to sign.

10. Policy Development and Review

- M. Buddo, H. Berninger, D. Crichton and B. Bridgeman will form the Policy Committee.

11. New and Unfinished Business

- The March Library Board meeting is cancelled.

12. Closed Session

None.

13. Adjournment

a. Consideration of a resolution to adjourn.

Resolution Number 4 – 02/14/23

Moved by H. Berninger; Seconded by B. Bridgeman: be it resolved that the meeting adjourn at 2:25 p.m. and the next regular meeting of the Board will be held on Tuesday, April 25, 2023 at 1:00 p.m.

Carried.

CHAIRPERSON:

Valerka

SECRETARY

Cathy Buck

APPROVED:

April 25/23