

Midland Public Board Meeting Minutes

Thursday, 15 February @ 7:00pm
Location: Midland Public Library – 3rd Floor Boardroom

Present B. Kettle, P. Pantling, L. Roy, B. Desroches, R. Bald, K. Stief, B. Gorski,
G. Nowak

Regrets

Staff C.Witzke, CEO

1. Call to Order

The meeting was called to order by the Chair at 6:59pm

2. Declaration of Pecuniary Interest

None

3. Approval of the Agenda

Motion approve the agenda with the addition of a welcome to G. Nowak

Moved by: R. Bald
Seconded by: B. Desroches
Carried

4. Approval of Minutes for January 2018 MPL Board Meeting

Moved by: B. Gorski
Seconded by: P. Pantling
Carried

5. Welcome G. Nowak

B. Kettle welcomed G. Nowak to the MPL Board as the new representative from Tiny Township.

6. Correspondence

Discussion:

B. Kettle shared with the board a letter that was prepared to send to the MP, the Premier and the Minister of Education and the Minister of Tourism, Culture & Sport regarding provincial support to libraries. The letters were circulated for all board members to sign. They will also be available for staff to sign prior to being sent.

7. Security Update

Discussion:

C. Witzke informed the board about the recent increase in incidents in the library. Contact has been made with the Downtown Safety Committee and the new OPP to discuss the changes and what may be causing them and how they can be mitigated. The security guards have handled all incidents. Despite the increase in incidents, staff and patrons remain safe, thanks to the actions and efforts of our security guards.

8. New Business

a.) OLA Super Conference Update

L. Roy and B. Kettle attended the 2018 Super Conference on the Saturday, which is specifically for board members. B. Kettle provided all board members with a written summary and they both encouraged more board members to participate in multiple days of the conference next year.

b.) Governance Structure Update

L. Roy, B. Kettle and C. Witzke met with A. Sidhu, the town solicitor, regarding the proposed governance structure. The Town requested a few wording changes to the document, with wording being taken directly from the Libraries Act. C. Witzke made all of the requested changes, none of which altered the intent of the document, and has returned it to the Town for their review and approval by council. Further updates will be provided to the board members as they become available.

c.) Ad Hoc HR Committee

Motion to move into closed session, and further that this portion of the meeting be closed to the public pursuant to section 239 of the Municipal Act, 2001, as indicated: Subsection 2b) Personal matters about an identifiable individual

Moved by: L. Roy
Seconded by: B. Gorski
Carried

Motion to rise out closed session

Moved by: R. Bald
Seconded by: G. Nowak
Carried

Motion for the board members to take action, as described in the closed session

Moved by: B. Desroches
Seconded by: L. Roy
Carried

d.) Terms of Reference for Approval

a. Finance Committee

B. Kettle opened the discussion regarding the previously supplied terms of reference. Discussion ensued regarding having community members as a part of the finance committee. K. Steif felt it was inappropriate for committee members to be involved in this activity of the board. R. Bald agreed. Discussion ensued

and the board decided to remove that component of the Finance Committee membership.

Motion to approve the Finance Committee Terms of Reference with suggested edits

Moved by: B. Gorski
Seconded by: B. Desroches
Carried

b. Fundraising Committee

B. Kettle opened the discussion regarding the terms of reference, which were supplied to the board members in advance for their comments. K. Stief noted concerns with having staff members as members of the fundraising committee, nothing it was an incorrect separation between the staff and the decision-making powers of the board. He also noted that fundraising is a board responsibility and that the board needs to step up in terms of handling that responsibility. B. Gorski mentioned that some of the fundraising events are program-like in nature, so it blurs the line in terms of responsibility. K. Stief stated that the board needs to think outside of events for fundraising.

R. Bald felt it was appropriate to have members on the committee because they are affected. She noted that staff members couldn't vote on committees but should be on the committee, as it's very different in nature from other committees, such as the Finance Committee.

Motion to table to Fundraising Committee Terms of Reference & Committee Membership to the March 2018 board meeting.

Moved by: R. Bald
Seconded by: K. Stief
Carried

e.) Sponsorship Policy

K. Stief shared the process used in updating the fundraising and sponsorship policies that were already in place. Updates included clarification on authority, the difference between partnerships and sponsorships, and the formalities associated with naming rights to various locations and items throughout the facility. K. Stief highlighted that fundraising in these policies is more on going out into the community and getting sponsorships and partnerships, as opposed to hosting events, noting that this is the board's responsibility. B. Gorski agreed that sponsorships and partnerships are a board responsibility.

Motion to approve the updated Policy FR-01

Moved by: K. Stief

Seconded by: B. Kettle
Carried

Motion to approve the updated Policy FR-02

Moved by: K. Stief
Seconded by: B. Gorski
Carried

Motion to approve the updated Policy FR-03

Moved by: K. Stief
Seconded by: L. Roy
Carried

9. CEO Report

Discussion:

C. Witzke discussed the previously supplied CEO report. There were no questions about the report. C. Witzke informed the Board that there would be a retirement near the end of 2018 and that preparations would be shortly in terms of preparing to fill that position.

C. Witzke reminded the board members that the 2018 operating budget presentation is on Thursday, February 22nd from 1-9pm. It is highly recommended that board members attend to show their support for the library.

10. Report of Board Committees

a) Finance Committee

Discussion:

C. Witzke reviewed the previously supplied Finance Committee report.

Motion to approve the January 2018 Operating Financial Statement

Moved by: L. Roy
Seconded by: P. Pantling
Carried

Motion to overdraw the capital reserves, as guided by S. Turnbull, to complete the 2018 Capital Projects.

Moved by: K. Stief
Seconded by: B. Kettle
Carried

b) Fundraising Committee

Discussion:

R. Bald discussed the previously supplied Fundraising Committee Report. There were no questions. Thank you to Lise & Kevin for "An Evening in Morocco". May 3rd – Abu Dhabi