

Midland Public Board Meeting Minutes

Thursday, 19 April @ 7:00pm
Location: Midland Public Library – 3rd Floor Boardroom

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

1. Call to Order

The meeting was called to order by the Chair at 7:00pm

2. Branding Presentation – Hardie & Co.

J. Hardie provided the Board with a summary of the rebranding process, the workshop and the revisions to the new look and tagline. Mr. Hardie revealed the new brand to the Board at this meeting and discussed the launch Block Party, which is set to occur on Friday, May 11th at 4pm.

3. Declaration of Pecuniary Interest

None

4. Approval of the Agenda

Motion approve the agenda

Moved by: R. Bald
Seconded by: L. Roy
Carried

5. Approval of Minutes for March 2018 MPL Board Meeting

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

6. Correspondence

Three letters were distributed for Board member review, including:

- Response from the Premier of Ontario regarding the funding of school and public libraries in the Province.
- Two patron letters in support of security in the library.

7. Security Update

Discussion:

C. Witzke informed the board that the OPP were scheduled to do a facility safety assessment on Saturday, April 28th. She also let them know that the OPP would be bringing the drug dog through the facility at a date yet to be determined.

8. New Business

a.) Governance Structure Update

C. Witzke submitted the proposed governance document to the Ministry of Tourism, Culture & Sport for their feedback and support. The Ministry reviewed the document in depth, and made a few edits. They applauded the Town and Staff for this initiative, stating many other libraries have done so and it contributes to an active and engaged board. The updated document was sent to A. Sidhu at the Town of Midland and B. Kettle, L. Roy and C. Witzke will meet with him on April 20th to hopefully progress this ministry supported version to the Governance Review Committee for approval.

b.) Policy Updates

B. Kettle summarized the policies that had been provided to the board in advance, for review and updating.

I. BL-01 – Statement of Authority

Motion to approve the updated policy

Moved by: K. Stief

Seconded by: B. Kettle

Carried

II. BL-02 - Composition of the Board

Motion to approve the updated policy

Moved by: L. Roy

Seconded by: B. Desroches

Carried

III. BL-04 – Powers & Duties of the Board

Motion to approve the updated policy

Moved by: B. Gorski

Seconded by: B. Kettle

Carried

IV. BL-05 – Meetings of the Board

Motion to approve the updated policy

Moved by: K. Stief

Seconded by: R. Bald

Carried

c.) Media

B. Kettle shared with the Board that CBC was working to contact staff and board members to discuss the security and funding requests. At this time the MPL Board and CEO have decided against such coverage and would not be speaking with CBC regarding the issue. B. Kettle reminded the Board that all communication regarding the library must be relayed to her as the chair or to C. Witzke as the CEO.

9. CEO Report

Discussion:

C. Witzke discussed the previously supplied CEO report. K. Stief inquired about the status of the Makerspace project and if it were progressing. C. Witzke discussed the Makerspace project, informing the Board that the Makerspace Advisory Group had been working very hard on possible equipment lists, layouts, programming, etc. She advised that such a large scale project takes time to ensure the appropriate community consultation so that the space and it's equipment and offerings will be well used by the community, noting that taking the time to do the background research will pay off in return on investment for the space. K. Stief highlighted that this is a board priority. C. Witzke agreed and reminded the Board that although plans are progressing for the space, funds for completion of the space are not yet confirmed, so this will have a huge impact on timelines as well. She also noted that the F. Shergold, the Community Engagement Coordinator is happy to work with a group of Board Members in a small working group on this project if they would like to participate more in depth with this project. If any board members are interested they are asked to contact C. Witzke and she will have the Community Engagement Coordinator contact them.

C. Witzke highlighted the MPL Block Party event on Friday, May 11th. She requested that all Board members attend this event to show their support for the library and the community. Volunteers would be needed at various stations so board members are encouraged to contact C. Witzke to let her know if they can attend and are willing to volunteer for various duties.

C. Witzke commended the staff for all of their hard work, especially in light of being short staffed. They continue to develop new and exciting program ideas and are eager to engage the community outside of the library walls.

C. Witzke discussed the Library's progress towards accreditation, noting that MPL had progressed well towards the requirements to obtain accreditation over the last 2 years. Some major projects still need to be accomplished including updating policies, which will continue to occur at all board meetings, better signage in and outside of the library, a complete inventory and re-organization of materials on both floors, etc. Staff are dedicated to accomplishing these goals and we will be reaching out to board members for support with various components to help achieve the goal of accreditation.

10. Report of Board Committees

a) Finance Committee

Discussion:

C. Witzke reviewed the previously supplied Finance Committee report. There were no questions about the report or the previously supplied operating financial statement.

Motion to approve the March 2018 Operating Financial Statement

Moved by: K. Stief

Seconded by: L. Roy

Carried

b) Fundraising Committee

Discussion:

R. Bald discussed the previously supplied Fundraising Committee Report.

Books 2 Eat – final totals not available yet as some vendors are still working to collect their subsidies and there may be a donation coming to support the event.

Butter Tart Festival – Board members will be asked to contribute butter tarts to sell or a donation in lieu of. Also, B. Kettle is recruiting volunteers for staffing of the library tents that day, so Board members were encouraged to let her know when they would be able to assist, in 2-hour shifts.

11. Next Meeting

Date: May 17th, 2018

Time: 7:00pm

10. Adjournment

Motion to adjourn at 8:30pm

Moved by: G. Nowak

Signed:



B.Kettle, Chair



C. Witzke, CEO & Recording Secretary

Date: May 17, 2018