



# Midland Public Library

Board Meeting Minutes

Thursday, 18 February 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 6:01pm

## 2. Declaration of Pecuniary Interest

None

## 3. Approval of the Agenda

**Motion to approve to the February 2021 Board meeting agenda**

**Moved by:** C. McKay

**Seconded by:** B. Kettle

**Carried**

## 4. Approval of the January 2021 Board Meeting Minutes

**Motion to approve to the January 2021 Board meeting minutes**

**Moved by:** B. Desroches

**Seconded by:** C. Curlette

**Carried**

## 5. Correspondence

The Board discussed the most recent article posted by Midland Today. It was noted that despite the CEO responding to their inquiry, the tendency to ask questions after hours and then suggest a 'refusal to answer' when writing the story. It was also noted that information is always edited to craft an opinion piece. As such, it was decided that MPL would not provide interviews with this media outlet for this reason.

R. Bald suggested maintaining a log of articles and associated comments for future reference.

## 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** – R. Bald shared that Board continuing education will resume next month as the A&D Committee has started work on a program of education. C. Bergstrom will work on developing an interactive education feature for the Board portal in the hopes of making professional development more interactive and collaborative in a virtual space, due to the pandemic.

**8. CEO Report**

C. Bergstrom discussed the previously supplied CEO report. There were no questions.

**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 remains closed to the public during the red zone restrictions. 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.

**10. Report of Board Committees**

**a. Finance Committee**

C. Bergstrom discussed the previously supplied Finance Committee report.

The 2020 operating charges that should be coded to Town Capital are still being rectified by the Town Finance Department as of the date of the meeting. The Finance Committee recommended deferring approving financial statements until the required corrections had been made.

**Motion to defer the November/December 2020 and January 2021 Operating Financials until corrections are made**

**Moved by:** B. Kettle  
**Seconded by:** C. Curlette  
**Carried**

In order to close out the remaining capital overspend as indicated by L. Davis the CFO, M. Jermy has indicated that operating surpluses from 2020 could be transferred into our



reserves and then used to pay off those amounts. This action requires a motion from the board.

**Motion to transfer the surplus from the 2020 operating budget into reserves and subsequently utilize the reserves to fund the capital overspending as per the Town report by L. Davis.**

**Moved by:** B. Gorski

**Seconded by:** B. Kettle

**Carried**

- 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. C. Bergstrom noted that a few typos and formatting errors were corrected as directed by the Board but none had changed the content or intent of the policies.

**Motion to approve the reviewed and updated policy HR-02 – Staff Selection & Assignment**

**Moved by:** C. McKay

**Seconded by:** B. Desroches

**Carried**

**Motion to approve the reviewed and updated policy OP-01: Protection of Privacy**

**Moved by:** K. Weishar

**Seconded by:** C. Curlette

**Carried**

**Motion to approve the reviewed and updated policy OP-06: Public Internet**

**Moved by:** L. Hillman

**Seconded by:** C. McKay

**Carried**

**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 has met to put a plan in place for virtual learning for the Board. The first session will be in March. C. Bergstrom is working to develop an interactive section of the Board portal where members will be able to share their learning and submit topics for future sessions.

**11. Next Meeting**

Date: March 18th, 2021

Time: 6:00pm

Location: Online via Zoom

**12. Adjournment**

**Motion to adjourn at 6:35pm**

**Moved by:** B. Gorski

**Signed:**

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**R. Bald, Chair**

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**C. Bergstrom, CEO & Secretary**

**Date:** \_\_\_\_\_