

The Township of Muskoka Lakes Public Library Board
MINUTES - REGULAR LIBRARY BOARD MEETING
Tuesday October 15, 2024

A Regular Meeting of The Township of Muskoka Lakes Public Library Board was held on Tuesday October 15, 2024 at 1pm at the Port Carling Branch of the Muskoka Lakes Public Library.

PRESENT:

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

1. Call to order

- a. V. Duke called the meeting to order at 1:05 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 October 15, 2024.

Resolution Number-1-10/15/24

Moved by M. McIntyre; Seconded by B. Bridgeman; 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 Regular Meeting September 10, 2024.

Resolution Number-2-10/15/24

Moved by M. Buddo; Seconded by H. Berninger; be it resolved that the Library Board minutes for the meeting held on September 10, 2024 be adopted.

Carried

- b. Consideration of a resolution to adopt the Library Board minutes for the Special Meeting held September 18, 2024.

Resolution Number-3-10/15/24

Moved by B. Bridgeman; Seconded by H. Berninger; be it resolved that the Library Board minutes for the meeting held on September 18, 2024 be adopted.

Carried

6. Business Arising from the Minutes

- a. BDO Engagement Review Approved and Submitted. Documents are in the Financial Report.
- b. MLPL Strategic Plan Update/Adoption of Minutes – October 3, 2024
- Update provided by Strategic Plan Committee on work underway. Will be continuing t work and update the Board. CEO has engaged with staff for input.
- c. Consideration of a resolution to adopt the Library Strategic Plan Committee meeting minutes dated October 3, 2024.

Resolution Number-4-10/15/24

Moved by H. Berninger; Seconded by D. Stokes; be it resolved that the Library Strategic Plan committee minutes for the meeting held on October 3, 2024 be adopted.

Carried

- d. June and July Discrepancy update provided by CEO. Deputy Treasurer confirmed it was due to reallocating facilities works
- e. Giving Tree names update – Will be offering engraving moving forward, not on leaves currently hung.
- f. Address verification form update provided
- g. Domain/Email update provided. Very smooth transition.

7. Financial

- a. August and September Variance Reports –
- b. August and September Restricted Accounts Summary

- c. August and September Scotiabank Statement
- d. BDO Engagement Final Package

- e. Consideration of a resolution to accept the August financial statements as presented.

Resolution Number-5-10/15/24

Moved by M. McIntyre; Seconded by H. Benninger; be it resolved that the financial statements for August be accepted as presented.

Carried.

- f. Consideration of a resolution to accept the September financial statements as presented.

Resolution Number-6-10/15/24

Moved by B. Bridgeman; Seconded by M. Buddo; be it resolved that the financial statements for September be accepted as presented.

Carried.

8. Reports

- a. Council Report – September 2024
- b. CEO Report – September 7 – October 11, 2024. Draft Budget discussed, Service Level Assessment discussed. CEO to work with Strategic Planning committee and Township staff on further developing TLOS elements for review.

9. Policy Development and Review

- a. Policy Review Committee Meeting Minutes – Oct 2, 2024
- b. Consideration of a resolution to accept the meeting minutes as presented.

Resolution Number-7-10/15/24

Moved by H. Berninger; Seconded by D. Stokes; be it resolved the Library board adopts the minutes for the meeting held on October 2, 2024.

Carried.

- c. OP-09 Emergency Closures/Inclement Weather
- d. Consideration of a resolution to accept the policy as presented.

Resolution Number-8-10/15/24

Moved by H. Berninger; Seconded by M. McIntyre; be it resolved the Library board adopts the OP-09 as presented.

Carried

- e. OPHR-12 Closure and Inclement Weather Remuneration
- f. Consideration of a resolution to accept the policy as presented.

Resolution Number-9-10/15/24

Moved by B. Bridgeman; Seconded by D. Crichton; be it resolved the Library board adopts the OP-12 as presented.

Carried

10. New and Unfinished Business

- a. None

11. Closed Session

- a. None

12. Adjournment

- a. Consideration of a resolution to adjourn.

Resolution Number 10 – 10/15/24

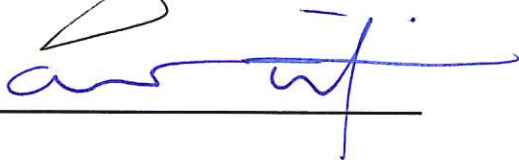
Moved by H. Berninger; Seconded by D. Stokes: be it resolved that the meeting adjourn at 2:15 p.m. and the next regular meeting of the Board will be held on Tuesday, November 12, 2024 at 1:00 p.m.

Carried.

CHAIRPERSON:



SECRETARY



APPROVED:

11/12/24