

**The Township of Muskoka Lakes Public Library Board
MINUTES - REGULAR LIBRARY BOARD MEETING
Tuesday April 16, 2024**

A Regular Meeting of The Township of Muskoka Lakes Public Library Board will be held on Tuesday, April 16th at 1:00 p. m. at the Norma and Miller Alloway Library, Port Carling.

Mission Statement

The Muskoka Lakes Public Library will continue to evolve our services, in concert with our communities to enrich the lives of our members; to engage more of our residents of all ages with easy, affordable access, more online services and planned outreach programs.

Vision Statement

The Muskoka Lakes Public Library is committed to providing a diverse library collection and ensuring equitable access to all in a safe, positive, and welcoming environment. A community hub of engagement, knowledge, advancement, and enjoyment for the sustainable future.

PRESENT:

Heidi Berninger
Barb Bridgeman (via Zoom)
Marg Buddo
Doug Crichton
Valerie Duke – Board Chair
Mary Ellen McIntyre – Councillor
Andrew Whitfield-CEO, Secretary/Treasurer

REGRETS:

Deborah Stokes

1. Call to order

- a. V. Duke called the meeting to order at 1:02pm

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 April 16, 2024.

Resolution Number 1 - 04/16/24

Moved by H. Berninger; Seconded by M. McIntyre; be it resolved that the Library Board agenda be adopted.

4. Disclosure of Interest

- a. None declared.

5. Receipt/Adoption of Minutes

- a. Regular Meeting Tuesday February 13, 2024

Consideration of a resolution to adopt the Library Board minutes as amended for the meeting held on Tuesday February 13, 2024.

Resolution Number 2 - 04/16/24

Moved by M. Buddo; Seconded by H. Berninger; be it resolved that the Library Board minutes for the meeting held on Tuesday February 13, 2024 be adopted as amended.

Carried.

6. Business Arising from the Minutes

- a. Development Charge By-Law Update

An update was provided by the CEO re: the ongoing Development charge background study and by law update.

- b. Bala Facilities Update

Update provided by CEO re: the Townships plans to move ahead with work at the Bala branch to make the circulation desk more secure.

Action Item: CEO to schedule May or June board meeting at the Bala Branch.

- c. Investment Account Update

Update provided by CEO on GIC purchase as per resolution 4-02/13/24 from the February Board Meeting.

7. Financial

- a. February and March 2024 Budget Variance Reports
- b. February and March 2024 Scotiabank Statements

Update provided by CEO on financials and budgets. CEO continues to work with Township staff to get a better understanding of the budgeting and reporting process.

Consideration of a resolution to accept the financial statements for February and March 2024.

Resolution Number 3 - 04/16/24

Moved by D. Crichton; Seconded by M. McIntyre; be it resolved that the financial statements for February and March 2024 be adopted.

Carried.

8. Reports

a. Council Report
Reviewed

b. CEO Report
Reviewed

9. Policy Development and Review

a. Policy Review Committee Meeting Minutes – March 25, 2024
Reviewed

Discussion re: having a MLPL staff member sit on Policy Committee meetings (when applicable) in an advisory capacity. All were in favour.

Action Item: CEO to invite a staff member to join the next Policy Committee meeting and offer insight.

b. OP-05 - User Membership

Discussion was had around who qualifies for a card and ensuring our policies match what we are offering.
Action: Deferred to May meeting. Policy committee will continue to work on this.

c. OP-14 - Community Information

Consideration of a resolution to adopt OP-14 as amended.

Resolution Number 4 - 04/16/24

Moved by M. McIntyre; Seconded by D. Crichton, be it resolved that the Library Board adopt the policy OP-14 – Community Information, as amended.

Carried.

d. OP-22 – Programming

Consideration of a resolution to adopt OP-22 as amended.

Resolution Number 5 - 04/16/24

Moved by H. Berninger; Seconded by M. McIntyre, be it resolved that the Library Board adopt the policy OP-22 – Programming, as amended.

Carried.

e. OP-24 - Collection Development

Consideration of a resolution to adopt OP-24 as amended.

Resolution Number 6 - 04/16/24

Moved by H. Berninger; Seconded by M. McIntyre, be it resolved that the Library Board adopt the policy OP-24 – Collection Development, as amended.

Carried.

10. New and Unfinished Business

- a. Room rental insurance requirements
Deferred until May. B. Bridgeman and CEO to continue to explore.

- b. MOU officially signed
Updated provided letting the Board know the MOU has been officially signed. Work continues on how to put it into practice.

- c. Photo consent at the library
Discussion held re: requirements for the photo consent form/uses/and needs. CEO to continue reviewing the policy and how to implement.

- d. Library led book sale
Update provided on plans to host a larger book sale at the Port Carling branch in the month of June for one week. Details are still being worked on.

- e. Meeting Dates
Discussion held re: changing meeting dates/times. No changes planned for now.

- f. Strategic Plan
Deferred larger discussion until May. In the interim, Board members should continue to think/plan.

- g. Activity room
Preliminary discussion was held re: renaming the Activity Room and/or Archives room.

11. Closed Session

- a. None

12. Adjournment


- a. Resolution to adjourn

Resolution Number 7 – 04/16/24

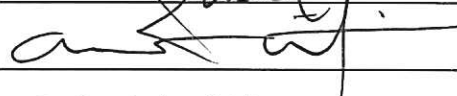
Moved by H. Berninger; Seconded by M. McIntyre: be it resolved that the meeting adjourn at 3:11 p.m. and the next regular meeting of the Board will be held on Tuesday May 14, 2024 at 1pm.

Carried.

CHAIRPERSON:



SECRETARY



APPROVED:

05.14.24
