

SCUGOG MEMORIAL PUBLIC LIBRARY
BOARD MEETING MINUTES

Thursday, March 21 at 7 pm

Present: Sarah Parry (Chair), Jesse Gillis, Alexson Phillipiah, Donna Ankrett, Catie Sahadath

Regrets: Marina Fung

Secretary/Treasurer: Amy Caughlin, CEO, Scugog Memorial Public Library

Recording Secretary: Sarah White

Meeting called to order at 7:00 pm

1. **Land Acknowledgement:**

“We acknowledge that our Library is on the traditional territory of the Mississaugas of Scugog Island First Nation. May we respectfully honour the knowledge and understanding of the Indigenous stewards of these ancestral lands and ensure that the voices of the First Peoples are represented in our collections, programs and services”.

2. **Additions to and Approval of Agenda:** 7.3. Audited Financials was added to the agenda

2024-09 **MOVED by Jesse Gillis, SECONDED by Alexson Phillipiah, that the Agenda be approved as amended.**

CARRIED

3. **Disclosure of Conflict of Interest:** No conflict of interest was declared.

4. **Consent Agenda:**

2024-10 **MOVED by Jesse Gillis, SECONDED by Alexson Phillipiah, to remove the minutes from the Consent Agenda. 5.4 Minutes of February 15, 2024 Library Board Meeting** was added to the agenda

CARRIED

5. **Committee Proposals Requiring Discussion and Items Removed from Consent Agenda:**

5.1. Treasurer’s Report:

5.1..1. Monthly Financials: Amy pointed out that a correction had been made to line 4230 – Gallery Sales

2024-11 **MOVED by Donna Ankrett, SECONDED by Catie Sahadath, that the Treasurer’s Report be accepted**

CARRIED

5.2. CEO & MPS Highlights Report:

- 5.3. Farndale Gallery Update: March 23rd to April 18th – “Shadows, Textures and Colour” – Karen Doran.
- 5.4. Minutes of February 15, 2024 Library Board Meeting: spelling correction required in Motion 2024-08

2024-12 MOVED by Jesse Gillis, SECONDED by Donna Ankrett, that the Library Board Minutes be approved as amended
CARRIED

6. Business Arising from the Minutes:

- 6.1. 2024 Operating Budget Update: The Library’s Operating Budget will go before Council for final approval on Monday, March 25th if any Library Board members would like to attend.
- 6.2. Library Board Recruitment Update: Interviews have been completed and two recommendations were sent to Council. Appointments are not on the agenda for the March 25th meeting, indicating that the new Library Board appointments may not be approved prior to the April meeting.
- 6.3. Library Board Evaluation: The Library Board reviewed the evaluation data collected and compiled by Catie and discussed each evaluation point.

7. New Business:

- 7.1. 2023 Annual Survey: Amy provided a copy of the statistics that were submitted for the annual provincial survey.
- 7.2. 2023 Annual Report: The Annual Report was updated for 2023 and distributed for the Library Board’s review
- 7.3. Audited Financial Statements: The Library Board reviewed the 2023 Audited Financial Statements

2024-13 MOVED by Donna Ankrett, SECONDED by Catie Sahadath, that the Library Board accept the 2023 Audited Financial Statements
CARRIED

8. **Date of Next Regular Meeting** – Thursday, April 18th, 2024 at 7 pm

9. **Adjournment** - The meeting was adjourned at 8:04 pm on a motion by Jesse Gillis.