

SCUGOG MEMORIAL PUBLIC LIBRARY
BOARD MEETING MINUTES

Thursday, September 19, 2024 at 7 pm

Present: Sarah Parry (Chair), Jesse Gillis, Alexson Philipiah, Donna Ankrett, Jordan Donald, Catie Sahadath (7:11)

Regrets: Marina Fung, Navjeet Sidhu

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

Meeting called to order at 7:01 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:** 4.2. Correspondence was added to 5.4.1

2024-25 MOVED by Jesse Gillis, SECONDED by Donna Ankrett, that the Agenda be approved as amended.

CARRIED

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

4. **Consent Agenda:**

2024-26 MOVED by Jesse Gillis, SECONDED by Jordan Donald, to approve the Consent Agenda.

CARRIED

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

5.1. Treasurer’s Report:

5.1..1. Monthly Financials:

2024-27 MOVED by Alexson Philipiah, SECONDED by Donna Ankrett, that the Treasurer’s Report be accepted

CARRIED

5.2. CEO & MPS Highlights Report: The library board reviewed the highlights report.

5.3. Farndale Gallery Update: August 24th to September 26th – “North by Northwest: Paintings from Arctic Travels” by Janet Read; September 28th to October 24th – “The Colours I See” by Deborah Bateman.

5.4. Any other Items removed from the Consent Agenda

5.4..1. Correspondence received from Books Galore. This letter was addressed to Scugog Arts was cc'd to the Scugog Memorial Public Library Board.

6. **Business Arising from the Minutes:**

6.1. Teen & Children’s Furnishings Refresh (Update): Amy updated the Library Board on the status of the furnishings, which have been ordered, but there is a 12-week timeline for delivery.

7. **New Business:**

7.1. Legacy Document from Outgoing Library Board: This document was included for information for all board members to review. Items were highlighted for further discussion at upcoming Library Board meetings.

7.2. 2024 Workload & Prioritization Update: included for Library Board review

7.3. CEO Goals 2024-25: included for Library Board review

7.4. Technology Plan Update:

2024-28 MOVED by Catie Sahadath, SECONDED by Donna Ankrett, to approve the expenditure for the total capital costs from the Technology Plan (2024/25) from the bequest account

CARRIED

7.5. Policy Review: B17 – CEO Succession Plan: the section of the plan that references Job Posting sites will be updated to reflect the current standard websites for Librarian recruitment.

2024-29 MOVED by Jesse Gillis, SECONDED by Jordan Donald, that Policy B17 – CEO Succession Plan be approved as amended

CARRIED

8. **Date of Next Regular Meeting** – Thursday, November 21, 2024, at 7 pm

9. **Adjournment** - The meeting was adjourned at 8:07 pm on a motion by Donna Ankrett