

March 15, 2022

**Held:** Stirling Public Library along with ZOOM

**Board Members Present:** Andrew Marre (Chair); Councilor Grant Hagerman; Kim Finkle; Miranda DeJong; Theresa O'Heir

**Regrets:** Dj Sproat, Councilor Sari Watson

**Recorded By:** Jaye Bannon, CEO

1. **Call to Order:**

The meeting was called to order by Andrew Marre at 6:00pm

2. **Approval of the Agenda:**

Motion #1

Moved by: Grant Hagerman

Seconded by: Miranda DeJong

That the agenda for the March 15, 2022 Library Board meeting be approved as amended

**Carried**

3. **Declarations of pecuniary interest:** None

4. **Correspondence:**

Motion #2

Moved by: Theresa O'Heir

Seconded by: Kim Finkle

That the First Notice of the Annual General Meeting for the Federation of Ontario Public Libraries be received and filed.

**Carried**

5. **Minutes:**

Motion #3

Moved by: Grant Hagerman

Seconded by: Miranda DeJong

That the minutes of the February 15, 2022 Library Board meeting be approved.

**Carried**

6. **Business arising from the February15, 2022 Minutes:**

Quotes and samples received from Village Social, Signarama and Fine Line Design for the creation of a new library logo were reviewed and discussed.

Motion #4

Moved by: Kim Finkle

Seconded by: Miranda DeJong

That the quote from Signarama for the creation of a new Library logo be accepted.

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**Carried**

**7. Statistics and CEO Report for February 2022:**

Motion #5

Moved by: Theresa O’Heir

Seconded by: Grant Hagerman

That the Statistics and CEO report for February 2022 be received and filed.

**Carried**

**8. Chair Report:** None

- 9. Council Report:** Councilor Grant Hagerman informed the board that a Special Council meeting was held on March 15<sup>th</sup> regarding the provincial updates to the COVID-19 guidelines coming up on March 21, 2022 and that CAO Roxanne Hearns will provide further clarification to the changes affecting the Municipality and the Library.

**10. Policy Review:**

Motion #6

Moved by: Miranda DeJong

Seconded by: Theresa O’Heir

That the Technology Plan #OP1025C be held over until the April, 2022 meeting and further, that Jaye be directed to include a quote for the Deep Freeze software application from Faronics.

**Carried**

Motion #7

Moved by: Miranda DeJong

Seconded by: Kim Finkle

That the Technology Disaster Plan #OP1025D be approved with the title of the policy being amended to the ‘Technology *Recovery* Plan’.

**Carried**

Motion #8

Moved by: Grant Hagerman

Seconded by: Miranda DeJong

That the Procurement Purchasing Policy #OP1025E be approved.

**Carried**

**11. Other Business:**

COVID-19 Updates: Upcoming changes to provincial mandates were discussed including lifting mask requirements, capacity limits, programming and proof of vaccination requirements.

Motion #9

Moved by: Miranda DeJong

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Seconded by: Kim Finkle

That the Library will follow any directions the Municipality will be putting in place after the provincial updates on March 21, 2022.

**Carried**

**12. Financial Statements for January 2022:**

Motion #10

Moved by: Miranda DeJong

Seconded by: Grant Hagerman

That the Financial Statements of Revenues and Expenditures for January 2022 and February 2022 be received and filed.

**Carried**

13. Date of next meeting- Wednesday, April 20, 2022 at 6:00pm in the Meeting Room.

14. Meeting was adjourned by Andrew Marre at 7:00pm