

**(APPROVED)**  
**Minutes of the Township of Douro-Dummer Public Library Board Meeting**

**May 9, 2023, 4:00 PM**  
**Douro Community Centre**

**Present:**

**Councillor Thomas Watt**  
**Darla Milne**  
**Georgia Gale-Kidd**  
**Diane Bonner**  
**Sharon McKeiver**  
**Gary Rose**

**Staff Present**

**Interim Treasurer - Paul Creamer**  
**Library CEO Maggie Pearson**

1. Call to Order

The Secretary called the meeting to order at 4:06 PM.

2. Disclosure of any Pecuniary Interest

The Chair reminded members of the Board of their obligation to declare any pecuniary interest they might have. None were declared.

3. Approval of April 3rd 2023 Minutes

**Resolution Number 40-2023**

Moved by: Darla Milne

Seconded by: Sharon McKeiver

That the minutes from the April 3<sup>rd</sup>, 2023 meeting be approved.

Carried

4. Business Arising from Minutes

4.1 Committee Reports

#### 4.1.1 Friends of the Library

Verbal report from Georgia Gale-Kidd on upcoming FOL programming including speaker series plant identification workshop with mini field trip, plant and book sale May 12 and 13.

#### 4.1.2 Art Gallery

Verbal report from Sharon McKeiver on upcoming shows for the art gallery: Lynda Todd show to hang until end of June, empty for summer months to use for Summer Reading Club programming, Sheehan family booked for Fall 2023, Dave Goyett booked for Spring 2024.

#### 4.1.3 Policy Committee

Verbal Report from Gary Rose, Maggie Pearson and recommendation of these policies to the Board.

##### 4.1.3.1 Governance Policy

##### 4.1.3.2 Volunteers Policy

### **Resolution Number 41-2023**

Moved by: Councillor Tom Watt

Seconded by: Darla Milne

That these reports be accepted for information and,

That the Governance Policy be adopted and,

That the Volunteers Policy be adopted after Councillor Watt has followed up on insurance coverage for volunteers

Carried

### 5. Financial Report

Verbal Report from Paul Creamer on accounting practice updates, budget variances to correct for 2024 (insurance, hydro, subscriptions); general timeline for capital project submissions (end of September 2023). Discussion surrounding method for calculating wages budge.

### **Resolution Number 42-2023**

Moved by: Darla Milne  
Seconded by: Gary Rose

That the report be accepted for information and that,

The Board ensure all budget requests are recorded as resolutions, and all budget approvals by Council are accepted and recorded by the Board as resolutions.

Carried

6. Librarian Reports

6.1 Report to Board: Stats April 2023

6.2 Verbal Report to Board: Staffing

Introduction of new Library Assistant Marta Chudolinska, successful Summer Experience Program grant, recruitment for Summer Program Assistant. Board discussion on ways of celebrating and thanking volunteers.

**Resolution Number 43-2023**

Moved by: Georgia Gale-Kidd  
Seconded by: Sharon McKeiver

That these reports be accepted for information.

Carried

7. New Business

7.1 OTF Capital Grant

**Resolution Number 44-2023**

Moved by: Diane Bonner  
Seconded by: Sharon McKeiver

That the CEO investigate whether the Trillium account is available for the library to make an application and report back to the Board before the deadline.

8. Closed Session:

**Resolution Number 45-2023**

Moved by: Darla Milne

Seconded by: Georgia Gale-Kidd

That the Board go into Closed Session for reasons under Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25 (5:30p.m.)

9. Rise from Closed Session with or without a Report

**Resolution Number 46-2023**

Moved by: Sharon McKeiver

Seconded by: Georgia Gale-Kidd

That the Board rise from Closed Session without a report. (5:47p.m.)

10. Adjournment

**Resolution Number 47-2023**

Moved by: Darla Milne

Seconded by: Councillor Tom Watt

That the meeting be adjourned at 5:48 PM

Carried

9. Next Meeting:

Tuesday, June 13<sup>th</sup> at the Douro-Dummer Public Library

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Chair, Georgia Gale-Kidd

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Secretary, Maggie Pearson