

**(APPROVED)**

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

**October 10, 2023, 4:00 PM**

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

**Staff Present**  
**Jr Financial Analyst Jijo Joshy**  
**Library CEO Maggie Pearson**  
**Treasurer Paul Creamer**

1. Call to Order

The Secretary called the meeting to order at 4:04PM

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. Financial Reports:

3.1 Report to Board: 2024 Draft Budget

Maggie Pearson presented the 2024 Draft Budget report highlighting where changes have been made and the description/ scope of capital projects.

### 3.2 2024 Draft Library Budget Tables

Paul Creamer outlined 2024 Budget Operating Tables to the Board. Possible reasons for increase in hydro usage were discussed by the Board; municipal staff will investigate and report back.

#### **Resolution Number 65-2023**

Moved by: Darla Milne

Seconded by: Dianne Bonner

That the Board receive this report for information and that,  
The Board approve the first 2024 Budget Draft to be taken to Council  
Carried

### 4. Approval of September 12, 2023 Minutes

#### **Resolution Number 66-2023**

Moved by: Diane Bonner

Seconded by: Tom Watt

That the September 12, 2023 draft minutes be approved with minor typo revisions  
Carried

### 5. Business Arising from Minutes:

#### 5.1 Committee Reports:

##### 5.1.1 Human Resources Committee

#### **Resolution Number 67-2023**

Moved by: Darla Milne

Seconded by: Diane Bonner

That following the CEO performance review the Board recommends the CEO receive the second pay step within the current pay band

Carried

### 5.1.2. Friends of the Library

Verbal Report from Georgia Gale-Kidd on planning details for upcoming events including Culture Days, November and December Speaker Series (Alzheimer Society, Local Author Matt Flagler). Board discussion surrounding booking more Author Talks in the future.

### 5.1.2 Art Gallery

No new reports

### 5.1.3 Policy Committee

#### 5.1.3.1 Board By-Laws

Verbal report from Dianne Bonner and Maggie Pearson on Board By-Law policy review.

### **Resolution Number 68-2023**

Moved by: Sharon McKeiver

Seconded by: Diane Bonner

That these Committee reports be accepted for information and that,  
The Board by-laws be adopted

Carried

## 6. Librarian's Report:

### 6.1 September Stats Report

### **Resolution Number 69-2023**

Moved by: Thomas Watt

Seconded by: Darla Milne

That the Librarian's report be accepted for information

Carried

## 7. New Business

Board discussion surrounding upcoming Remembrance Day celebrations, library signage

9. Adjournment

**Resolution Number 70-2023**

Moved by: Thomas Watt

Seconded by: Darla Milne

That the meeting be adjourned at 5:25 PM

Carried

10. Next Meeting:

November 14<sup>th</sup> 2023 in the Douro-Dummer Public Library

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Chair, Georgia Gale-Kidd

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Secretary, Maggie Pearson