

Grand Valley Public Library Board

Minutes Tuesday February 7, 2023

PRESENT:

Andrew Stirk, Chair, Township of Amaranth Rep.

Julie Van Alstine, Vice-chair

Amy Steele

Brennan Solecky, (attended virtually)

Mary Hatch

James Jonker, Town of Grand Valley Rep.

Dave Halls, Township of East Garafraxa Rep.

Joanne Stevenson, CEO, secretary/treasurer

1. **Call to order** 7:02 p.m.
2. **We [I]** would like to acknowledge that we are on the the Haldimand Tract, land promised to the Haudenosaunee (**HOE day na shun ay**) people of Six Nations, which includes six miles on each side of the Grand River. This territory is the traditional territory of the Neutral, Anishnaabeg (**On ish KNOB eck**), and Haudenosaunee (**HOE day na shun ay**) Peoples.
3. **Approval of the agenda.**
MOTION #1: Moved by J. Van Alstine, seconded by D. Halls, that the agenda be approved as amended.
4. **No declaration of any conflicts of interest at this time.**
5. **Minutes of the January 11, 2023 meeting.**
MOTION #2: Moved by J. Van Alstine, seconded by Mary Hatch, that the minutes of the January 11, 2022 meeting, be approved as amended.
6. **Business arising from the minutes.**
March Break Programs day programs are confirmed. Advertisement should be out soon.
7. **Correspondence.**
 - 7.1 FOPL, - email, AGM meeting invitation
 - 7.2 Township of Amaranth, signed contract agreement
 - 7.3 OLS – email, invitation for Board training opportunities
 - 7.4 Grand Valley & District Horticultural Society donation of \$93.85
8. **Financial Report.**
 - Operating.**
 - 8.1 **MOTION #3:** Moved by A. Steele, seconded by J. Van Alstine, to accept the reviewed operating expenses for January. (\$31,083.37)

Capital

8.2 MOTION #4: Moved by A. Steele, seconded by J. Van Alstine, to receive the financial statement for the Capital Account.

9. Committee Reports.

9.1 Finance.

Capital Account is a Royal Bank Personal Account, which is causing banking issues.

MOTION #5: Moved by Mary Hatch, seconded by J. Jonker to close Royal Bank Personal Account (Capital Account) to transfer the balance to an appropriate Royal Bank Business Account (Reserve Account).

Capital Account - GIC – The GIC matured on February 2, 2023 and deposited in the Capital Account. The Library Board has directed the CEO purchase GICs in the amount of \$100,000.

Budget 2023 – Draft 3.

MOTION #6: Moved by A. Steele, seconded by B. Solecky to accept the 2023 budget, operating expenses \$388,627, with a tax levy of 361,438 for the municipalities.

9.2 Personnel, Administration and By-laws.

MOTION #7: Moved by J. Van Alstine, seconded by A. Steele, be it resolved that: Grand Valley Public Library Board proceed in closed session in order to address a matter pertaining to:

Personal matters about an identifiable individual, including Board Members of Library Personnel at approximately 8:52 pm.

MOTION #8: Moved by A. Steele, seconded by J. Van Alstine, be it resolved that: Grand Valley Public Library Board rise and report at 9:11 pm.

The CEO will proceed as directed.

Policies deferred until March 2023.

- Board Governance Policy
- Human rights – Discrimination and Harassment Policy
- Prevention of Workplace Violence Policy
- Working Alone Policy
- Occupational Health and Safety

9.3 Advocacy.

Annual Report 2022, reviewed and approved.

9.4 Strategic Planning.

9.5 Information Technology/Communications.

10. Chair Report.

Electronic Transfer Payments can be made to the library from the Township of Amaranth.

11. CEO Report.

- Programs:
Babytime (Toddler time)
StoryTime
Coffee/Tea & connections
CocoaClub
Snacks 'n Crafts
Tween programs
Seniors Exercise class starting on Wednesdays, instructor donating time
- OLS Board Assembly, looking for a Board Representation, 2 - 4 meetings a year.
- OLS Board Training will be available, in person and virtual
- CEO and S. McTaggart attended OLA conference. Very successful conference, will be reviewing some session virtually.
- CEO will be on holidays, Friday February 24 – Friday March 3.

12. New business.

Compass Church would like to do a fundraiser for youth programs in the community, some of the proceeds would be donated to the library. They were asking for permission to use the library's name in promotion material. Library Board approved the use of library name in promotional material.

Contract agreements for the Township of Amaranth and the Township of East Garafraxa should be reviewed and different wording considering. Contracts will not be signed for another 4 years.

Personnel Policy should be reviewed this year, with consideration of a clause for continuing Education.

13. Next meeting. Wednesday March 8, 2023. 7:00 p.m. McGinnis Room.

14. Motion to adjourn. 9:37 p.m. J. Van Alstine.