

UNAPPROVED

FORT ERIE PUBLIC LIBRARY
REGULAR BOARD MEETING
CENTENNIAL BRANCH BOARDROOM
MINUTES
September 17, 2019

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Ken Burden	Patrick Baichoo
Darlene Clavel	
Nick Dubanow	
Larry Graber	
Cynthia Lacroix	
Jerry McCutcheon	
Terry Moore	
Barb Ruegg	
STAFF PRESENT	GUESTS PRESENTS
Craig Shufelt, CEO	
Maria Brigantino, Business Administrator	
DELEGATES PRESENT	
0	
AUDIENCE – NUMBER OF PEOPLE IN ATTENDANCE	
0	

The meeting was brought to order by the Chair at approximately 5:45 p.m.

1. APPROVAL OF AGENDA

1.1 Approval of Agenda

19-035 Moved by: Barb Ruegg
 Seconded by: Larry Graber

That the Agenda of the September 17, 2019 Regular Board Meeting be approved as presented.

Carried

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. DELEGATIONS

None.

4. CONSENT AGENDA

- 4.1 Approval of Minutes: Regular Board Meeting, June 18, 2019
- 4.2 Report # FIN-19-009: Confirmation of Accounts
- 4.3 Report # CEO-19-021: Circulation for June July August 2019
- 4.4 Report # CEO-19-022: Goals and Objectives
- 4.5 Report # CEO-19-023: Friends of the Library Minutes

19-036 Moved by: Terry Moore
 Seconded by: Nick Dubanow

That Consent Agenda Items 4.1, 4.2, 4.3, 4.4 and 4.5 of the September 17, 2019 Regular Board Meeting be approved as presented.

Carried

5. BUSINESS ARISING FROM PREVIOUS MEETING

None.

6. ACTIVITY REPORT

6.1 Library Activity Report # CEOACT-19-008

19-037 Moved by: Ken Burden
 Seconded by: Larry Graber

That the Fort Erie Public Library Board adopts the Library Activity Report # CEOACT-19-008, September 17, 2019 be adopted.

Carried

A copy of Report #CEOACT-19-008 was circulated to Board members for information. Business arising from the report was the naming of a 2020 Budget Ad Hoc Committee comprised of Jerry McCutcheon, Darlene Clavel and Barb Ruegg. Ken Burden and Larry Graber were named as additional members of the Strategic Planning Ad Hoc Committee.

7. NEW BUSINESS

None.

8. POLICY AND BY-LAWS

8.1 Policy Review: Report # POL-19-160

19-038 Moved by: Darlene Clavel
Seconded by: Barb Ruegg

That the Fort Erie Public Library Board approve the updating of Policy 4.4.1: Overdue Materials/Collection Management Fines and Fees; Policy 4.4.2: Meeting Room & Equipment Rental Fees; Policy 4.4.5: Public Services and Rental Fees; and Policy 7.3.4: Circulation/Borrowing Policy, as presented

And further that the Fort Erie Public Library Board rescind Policy 4.4.6: Piano (Keyboard) Rental; Policy 7.3.3: Large Print Bulk Loans; Policy 7.3.6: External LED Messaging Sign Policy and Policy 7.3.17: Laptop Borrowing Policy, as recommended.

Carried

At the June Library Board meeting a motion was passed to enable the Library to offer free replacement library cards for the 2019 summer months. During their deliberations, board members expressed a desire to permanently remove the \$4.00 replacement fee for library cards. The Business Administrator prepared the revisions necessary to a number of policies in order to reflect this change and circulated them to the Library Board for approval.

The Business Administrator conducted a review of Board policies. The purpose of this exercise was to eliminate policies no longer relevant or outdated. As a result, the Business Administrator recommended that four policies be rescinded.

9. ENQUIRIES BY MEMBERS

None.

10. MEETINGS

10.1 Regular Meeting of the Board

Tuesday, October 15, 2019
5:30 p.m. Centennial Boardroom

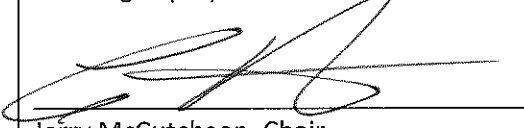
11. CLOSED SESSION

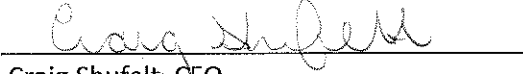
None.

12. ADJOURNMENT

As there was no further business, the Chair of the Board declared the meeting adjourned at approximately 6:23 p.m.

The undersigned have reviewed the unapproved Minutes of the September 17, 2019, Regular Board Meeting in preparation for distribution to the Municipal Council of the Town of Fort Erie.



Jerry McCutcheon, Chair

Craig Shufelt, CEO