

**FORT ERIE PUBLIC LIBRARY
 REGULAR BOARD MEETING
 CRYSTAL RIDGE BRANCH MEETING ROOM
 MINUTES
 May 17, 2022**

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Ken Burden	Darlene Clavel
Larry Graber	Nick Dubanow
Jerry McCutcheon	
Terry Moore	
Barb Ruegg	
STAFF PRESENT	GUESTS PRESENT
Craig Shufelt, CEO	
Ann Trudeau, Administrative Assistant	
DELEGATES PRESENT	
AUDIENCE – NUMBER OF PEOPLE IN ATTENDANCE	
0	

The meeting was brought to order by the Chair at approximately 4:03 p.m. The Chair acknowledged that the land on which we gather is the traditional territory of the Haudenosaunee and Anishnaabe. This territory is covered by the Upper Canada Treaties and is within the lands protected by the “Dish With One Spoon” wampum agreement. This gathering place is home to many First Nations, Metis and Inuit peoples who continue to live here. This acknowledgement reminds us that our great standard of living is directly related to the resources and friendship of Indigenous people.

A welcome was given to Ann Trudeau, the library’s new Administrative Assistant. Ann was introduced to the Board and spoke briefly about her background. She will be attending all Board meetings going forward.

1. APPROVAL OF AGENDA

1.1 Approval of Agenda

22-027 Moved by: Ken Burden
Seconded by: Barb Ruegg

That the Agenda of the May 17, 2022 Regular Board Meeting be approved as presented.
Carried

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. DELEGATIONS

None.

4. ELECTION OF OFFICERS

None.

5. CONSENT AGENDA

- 5.1 Approval of Minutes: Regular Board Meeting April 19, 2022**
- 5.2 Report # FIN-22-005: Confirmation of Accounts**
- 5.3 Report # CEO-22-009: Circulation for April 2022**

22-028 Moved by: Terry Moore
Seconded by: Larry Graber

That Consent Agenda Items 5.1, 5.2, and 5.3 of the May 17, 2022 Regular Board Meeting be approved as recommended.

Carried

6. BUSINESS ARISING FROM PREVIOUS MEETING

None

7. ACTIVITY REPORT

7.1 Library Activity Report # CEOACT: 22-004

22-029 Moved by: Barb Ruegg
 Seconded by: Ken Burden

That the Fort Erie Public Library Board adopts the Library Activity Report # CEOACT: 21-004, May 17, 2022.

Carried

A copy of Report #CEOACT: 22-004 was circulated to Board members for information. There was no business arising from the report.

8. NEW BUSINESS

8.1 Report # CEO-22-010: Audited Financial Statements

22-030 Moved by: Larry Graber
 Seconded by: Barb Ruegg

That the Fort Erie Public Library Board approves the 2021 Audited Financial Statements as prepared by Grant Thornton Chartered Accountants for the Fort Erie Public Library Board.

And further that the Fort Erie Public Library Board receive the “Reports to the Board – Communication of Audit Strategy Results.”

And further that the Chair and Vice Chair sign the 2021 Audited Financial Statements on behalf of the Library Board.

Carried

The CEO discussed the draft financial statements as presented. He then reviewed the report to the Board, including recommendations made by the accountants.

9. POLICY AND BY-LAWS

None

10. ENQUIRIES BY MEMBERS

None.

11. MEETINGS

11.1	Regular Meeting of the Board	Tuesday, June 21, 2022 4:00 p.m. Centennial Branch Meeting Room
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12. CLOSED SESSION

13. ADJOURNMENT

As there was no further business, the Chair of the Board declared the meeting adjourned at approximately 4:34 p.m.

The undersigned have reviewed the unapproved Minutes of the January 19, 2021 Regular Board Meeting in preparation for distribution to the Municipal Council of the Town of Fort Erie.

Gerard McCutcheon, Chair

Craig Shufelt, CEO