

Burk's Falls, Armour & Ryerson Union Public Library

Our Vision

Access to knowledge for all

Our Mission

The Burk's Falls, Armour & Ryerson Union Public Library is a dynamic organization that provides innovative programming and information, in a variety of formats, for the continuing well-being of our community.

Minutes of the Board of Trustees Virtual Meeting

April 17, 2024

Present were: Vice - Chairperson: Ruth Fenwick

Board Trustees: Bev Abbott
Ryan Baptiste
Rod Blakelock
Patty Butler
Joseph Vella

Regrets: Penny Robb, Tiffany Monk, Kaiyla Hoffmann, Vicky Roeder-Martin

Also attending: CEO: Nieves Guijarro

1 Call to order With a quorum present CEO called the virtual meeting to order at 7:05 p.m.

2 Approval of Meeting Agenda **MOTION 383/24** IT WAS MOVED BY: R. Blakelock
AND SECONDED BY: B. Abbott

That the virtual meeting agenda of the Board of Trustees of April 17, 2024 be accepted as presented.

CARRIED

3 Declaration of conflict of interest No conflicts were declared

4 Approval of consent Agenda **MOTION 384/24** IT WAS MOVED BY: J. Vella
AND SECONDED BY: R. Blakelock

That the consent agenda of the Board of Trustees virtual meeting of April 17, 2024 be approved as presented

- a) Resolution to accept the minutes of **March 2024**
- b) Resolution to accept the CEO's Report of **March 2024**
- c) Armour Township Financial Statement **March 2024**

CARRIED

**BFARUPL Board Minutes
April 17, 2024**

5 Business arising from the minutes

-Tri Council meeting – members of the library board attended the meeting to hear from the municipalities their intent on the library project. As a possible location for the new library is being explored, a resolution from the library board was presented, requesting support from the three councils in order to complete the next step in the library project.

MOTION 385/24 IT WAS MOVED BY: J. Vella
AND SECONDED BY: R. Blakelock

That the Burk's Falls, Armour & Ryerson Union Public Library Board authorizes Armour Township to proceed with these funds (\$12,500.00), to undertake an engineering study of our selected site on the south east corner of the Burk's Falls Health Centre grounds in co-operation with the Village of Burk's Falls.

CARRIED

-Members discussed the importance to elect one member to represent the board at the Tri Council meetings when library topics are being discussed.

6 Committee Reports

Building/Fundraising Cmte

Members tabled the election of a committee lead person until all members can be present.

Finance/Budget Cmte –

*Members discussed the Building Reserve Fund.

MOTION 386/24 IT WAS MOVED BY: J. Vella
AND SECONDED BY: R. Fenwick

Resolution to rescind Motion 336/23

“Resolution to approve a 1% of the total Municipal Contributions to be added to the Building Reserve Fund.”

CARRIED

*Members were informed about the transfer of funds to the Future Needs Reserve. A letter with instructions was drafted for Kawartha Credit Union to go ahead with the transfer.

MOTION 387/24 IT WAS MOVED BY: B. Abbott
AND SECONDED BY: R. Blakelock

To invest the Term Deposits known as Future Needs Reserve and Library Bursary Term.

CARRIED

Personnel Cmte

*The questionnaire for the CEO review has been sent to cmte members. A meeting will be scheduled to discuss the review with CEO.

Policy/Planning Cmte

*Policies F-VI-4 Workplace Harassment & F-VI-5 Workplace Violence were reviewed by members of the cmte.

7 Correspondence

-CEO shared with members the letter sent by the clerk of Armour Township. The letter describes the work that will be done by Tulloch Engineering. Members requested that John Theriault's email be sent again, including engineer's comments on the site.

-CEO reminded members of the OLS Board Assembly Meeting which requires registration before April 30, 2024.

8 New Business

-Councillor Abbott will bring back to his council the resolution passed which indicates the contribution amount from each township towards the cost of the engineer study. This amount being \$12,500.00

-CEO received a letter of resignation from Penny Robb, Library Board Member since 2007 and Library Board Chairperson since 2020. Members would like to thank Penny for all her years of service to the library board with a gift as well as dedicating a book by one of her favourite authors.

-Elections for a new Chairperson followed and the results were:

*Ryan Baptiste put forth the nomination of Ruth Fenwick as Library Board Chair.

IT WAS MOVED BY: R. Baptiste

AND SECONDED BY: B. Abbott

CARRIED

*Rod Blakelock put forth the nomination of Ryan Baptiste as Library Board Vice-Chair.

IT WAS MOVED BY: R. Blakelock

AND SECONDED BY: J. Vella

CARRIED

Motion to update the Burk's Falls, Armour & Ryerson Union Public Library signing officers:

Ruth Fenwick
Bev Abbott
Nieves Guijarro
John Theriault
Alison McGregor

MOTION 388/24

IT WAS MOVED BY: J. Vella

AND SECONDED BY: B. Abbott

CARRIED

-Patron donation of a 'polar bear skin' for educational purposes and to add to the First Nations and Inuit Peoples library collection.

CEO reached out to West Nipissing Library CEO for direction on best practises.

9 Adjournment

MOTION 389/24 by J. Vella at 8:05 pm to adjourn.

CARRIED

Ruth Fenwick

Board Chairperson

June 19th 2024

Date