

## Stormont, Dundas and Glengarry County Library Board

### MINUTES

A regular meeting of the Stormont Dundas and Glengarry County Library Board was held at the Williamstown Library Branch on February 14, 2019 at 3:00pm with Frank Prevost, Chair, presiding.

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**Present:** Councillor Frank Prevost; James Algire; Councillor Lyle Warden; Margaret MacDonald;

**Absent:** Councillor Francois Landry; Jim Bancroft; Councillor Tony Fraser

**Staff Present:** Karen Franklin, Director of Library Services; Susan Wallwork, Communications and Marketing Librarian

#### 1. Adoption of Agenda

##### MOTION

Moved by Lyle Warden  
Seconded by Margaret MacDonald

That the Stormont, Dundas and Glengarry County Library Board approves the Meeting Agenda, as presented.

CARRIED

#### 2. Declaration of Pecuniary Interest – none.

#### 3. Adoption of Minutes

##### MOTION

Moved by James Algire  
Seconded by Lyle Warden

That the Stormont, Dundas and Glengarry County Library Board approves the Minutes of the January 24, 2019 regular meeting, as written.

CARRIED

4. Delegations

Kathleen Legault, Library Services Assistant (LSA), Williamstown Branch, was introduced to the Library Board. Kathleen has been working for the Library – first at Maxville Branch, before transferring to Williamstown – for about 10 years. She reported on the improvements seen in service and increased use at Williamstown since the branch moved to its current location in May, 2017.

5. Consent Items

MOTION

Moved by Margaret MacDonald  
Seconded by James Algire

That the Stormont, Dundas and Glengarry County Library Board approves all items listed under the Consent Items section of the Agenda, as presented.

CARRIED

6. Action Items

MOTION

Moved by James Algire  
Seconded by Lyle Warden

That the Stormont, Dundas and Glengarry County Library Board “save the date” of Friday, April 26, 2019, at 4:00pm in the Board Room of North Stormont Place in Avonmore, to meet with the Association of Friends of the SDG Library, for an annual “roundtable” discussion with them, regarding future Library initiatives and their involvement; and

THAT a Volunteer Appreciation Event be held at Avonmore Branch at 5:00pm, to recognize the work of individuals and groups who have freely offered their time to the SDG Library over the last year.

CARRIED

MOTION

Moved by Margaret MacDonald  
Seconded by Lyle Warden

That the Stormont, Dundas and Glengarry County Library Board approves the Purpose of the Board (Policy), as written.

CARRIED

MOTION

Moved by Lyle Warden  
Seconded by Margaret MacDonald

That the Stormont, Dundas and Glengarry County Library Board approves the Duties and Responsibilities of Individual Board Members (Policy), as written.

CARRIED

MOTION

Moved by Margaret MacDonald  
Seconded by Lyle Warden

That the Stormont, Dundas and Glengarry County Library Board approves the Delegation of Authority to the Director of Library Services (Policy), as written.

CARRIED

7. Discussion Items

The policies noted above were discussed, along with the need for a Board Code of Conduct policy, as per recent legislation.

The Communications & Marketing Librarian presented the 2019 Communications & Marketing Plan, for the Board's information.

8. In Camera – none.

9. Adjournment

MOTION

Moved by Margaret MacDonald

Seconded by Lyle Warden

That the Regular Meeting of the Stormont, Dundas and Glengarry County Library Board be adjourned, to meet again on Thursday, March 14, 2019 at 5:30pm at Finch Branch, or at the Call of the Chair.

CARRIED

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Board Chair

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Secretary