

# Stormont, Dundas and Glengarry County Library Board

## Minutes

October 20, 6:00pm  
Avonmore Branch Library

Members Present: Margaret MacDonald, Chair; François Landry; James Algire;  
David Smith; Lyle Warden

Members Absent: Tony Fraser, Vice-Chair; Alex MacIsaac

Staff Present: Karen Franklin, Director of Library Services

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1. **Call to Order** – The meeting was called to order at 6:10pm.

2. **Adoption of Agenda**

**Moved by:** David Smith

**Seconded by:** François Landry

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

**CARRIED**

3. **Declaration of Pecuniary Interest** – None

4. **Adoption of Minutes**

**Moved by:** Lyle Warden

**Seconded by:** James Algire

That the Stormont, Dundas and Glengarry County Library Board approves the Minutes of the September 8, 2022 regular Meeting, as written.

**CARRIED**

## 5. Delegations

Palmer Douglas, contracted to review the Library's website to identify areas where improvements to accessibility (for those with visual impairment), presented his findings to the Board (during the Discussions part of the meeting).

## 6. Consent Items

**Moved by:** Lyle Warden

**Seconded by:** David Smith

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

**CARRIED**

## 7. Action Items

**Moved by:** François Landry

**Seconded by:** Lyle Warden

That the Stormont, Dundas and Glengarry County Library Board approves the draft Electronic Monitoring Policy, Number 2022-02, as presented.

**CARRIED**

**Moved by:** François Landry

**Seconded by:** David Smith

That the Stormont, Dundas and Glengarry County Library Board approves the purchase in 2022 of the 'BiblioSuggest' (subscription-based) module from BiblioCommons using unspent funds from the Library's 2022 Budget, and authorize the Director of Library Services to sign all necessary documents to give effect to a contract for this service.

**CARRIED**

## 7. Discussion Items

Items discussed included:

- a) OLS Board Assembly Meeting Report (September 13, 2022)
- b) Website Accessibility – update
- c) Inclement Weather and Unscheduled Closures – guidelines
- d) Policy Development – Succession Policy for the Director of Library Services

**Moved by:** Lyle Warden

**Seconded by:** David Smith

That the Stormont, Dundas and Glengarry County Library Board approves the Succession Policy for the Director of Library Services, as amended.

**CARRIED**

- e) Stormont, Dundas and Glengarry County Library Board – 2018-2022  
LEGACY DOCUMENT

**Moved by:** Lyle Warden

**Seconded by:** François Landry

That the Stormont, Dundas and Glengarry County Library Board approves its 2018-2022 Legacy Document, as amended.

**CARRIED**

## 8. Adjournment

**Moved by** Lyle Warden

**Seconded by** Jim Algire

That the Regular Meeting of the Stormont, Dundas and Glengarry County Library Board be adjourned, to meet again on Thursday, November 10, 2022, at 9:00am in the Boardroom of the Counties Administration Building for the 2023 Library Services Budget Meeting, or at the Call of the Chair.

**CARRIED**

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Board Chair/Vice-Chair

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Secretary