

# Stormont, Dundas and Glengarry County Library Board

## Minutes

September 28, 2023, 5:00 p.m.

Crysler Branch

16 Third Street, Chrysler ON

Members Present: Margaret MacDonald, Chair; Tony Fraser, Vice-Chair; François Landry, James Algire; Jason Broad; Jo-Anne McCaslin; Lachlan McDonald

Members Absent: None

Staff Present: Rebecca Luck, Director of Library Services; Maureen Adams, SDG County CAO; Kate Miner, District Supervisor (District 1); Ian Nichols, Library Services Assistant (Temporary) Chrysler Branch; Cheryl Servais, Information Services Coordinator; Cassie MacDonell, Communications and Marketing Coordinator

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1. **Call to Order** – Meeting called to order at 5:06pm, followed by a Land Acknowledgement.

2. **Adoption of Agenda**

**Moved by** Jason Broad

**Seconded by** James Algire

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

**CARRIED**

2.1 **Additions, Deletions or Amendments**

*North Stormont Public School* to be added to the Discussion Items (8g).

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

4. **Adoption of Minutes**

**4.1 Library Board Regular Meeting Minutes – June 8, 2023**

**Moved by** Lachlan McDonald

**Seconded by** Jo-Anne McCaslin

That the Stormont, Dundas & Glengarry County Library Board approves the Minutes of the June 8, 2023 regular meeting, as written.

**CARRIED**

**5. Delegations – None**

**6. Consent Items**

**Moved by** François Landry

**Seconded by** Tony Fraser

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

**CARRIED**

**6.1 Statistical Summary (Circulation) - June - August 2023**

**6.2 Statistics (Full) - April - June 2023**

**6.3 Financial Report - June - August 2023**

**6.4 Branch and Supervisors Reports - Summer 2023**

**6.5 Technical Services Report - Summer 2023**

**6.6 Communications & Marketing Report - Summer 2023**

**6.7 Community Librarian Report - Not available**

**6.8 Director of Library Services Report - Summer 2023**

**6.9 Correspondence**

**7. Action Items**

**7.1 Policy Review - Purchasing Policy**

**Moved by** François Landry

**Seconded by** Tony Fraser

That the Stormont, Dundas and Glengarry County Library Board approve the Purchasing Policy, as presented.

**CARRIED**

## **7.2 Policy Review - Financial Control and Oversight Policy**

**Moved by** François Landry

**Seconded by** Jason Broad

That the Stormont, Dundas and Glengarry County Library Board approve the Financial Control and Oversight Policy, as presented.

**CARRIED**

## **7.3 2023 Communications and Marketing Plan**

**Moved by** Jo-Anne McCaslin

**Seconded by** Tony Fraser

That the Stormont, Dundas and Glengarry County Library Board approve the 2023 Communications and Marketing Plan, as presented.

**CARRIED**

## **7.4 Volunteer Appreciation**

**Moved by** Lachlan McDonald

**Seconded by** James Algire

That the Stormont, Dundas and Glengarry County Library Board approve Option 1, as outlined in the Volunteer Appreciation report.

**CARRIED**

## **7.5 Library Board Meeting Schedule**

**Moved by** Jason Broad

**Seconded by** François Landry

That the Stormont, Dundas, and Glengarry County Library Board approve Option 1, as outlined in the Library Board Meeting Schedule report.

**CARRIED**

**8. Discussion Items**

**8.a Morewood Express Depot - Update**

**8.b Dalkeith Express Depot - Update**

**8.c TD Summer Reading Club**

**8.d Community Outreach and Mobile Services**

**8.e New Website - Update**

**8.f OLA Conference**

**8.g North Stormont Public School**

**9. In Camera**

**10. Adjournment**

**Moved by** Tony Fraser

**Seconded by** Jo-Anne McCaslin

That the Regular Meeting of the Stormont, Dundas and Glengarry County Library Board be adjourned, to meet again at the Call of the Chair.

**CARRIED**

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Board Chair/Vice Chair

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Secretary