

**TOWNSHIP OF RUSSELL PUBLIC LIBRARY BOARD
CONSEIL D'ADMINISTRATION DE LA BIBLIOTHÈQUE PUBLIQUE
DU CANTON DE RUSSELL**

**Minutes of the June 15, 2017 regular meeting
Gaston R. Patenaude Meeting Room (717, Notre-Dame EMBRUN)**

Attending: Joyce Chartrand Morgan Cunningham-Fetch
Natalie Meggison Cindy Saucier
Amanda Simard Michael Tarnowski

Absent (motivated) : Jacques Héroux

Staff: Claire Dionne, CEO

The meeting was called to order at 6:30 p.m.

17.06.1 Chair's opening remarks

Chair Amanda Simard welcomed everyone to the meeting. She mentioned that she attended a meeting of the Board of the Ontario Federation of Public Libraries and will be part of the jury for the Ontario Public Library Service Awards.

17.06.1.1 New Board member: introduction

Joyce Chartrand, new Board member recently appointed by Council, introduced herself. Board members then took turns introducing themselves.

17.06.2 Approval of the Agenda

Motion 17.06.02

That the agenda be approved as presented.

Moved by Michael Tarnowski. Seconded by Natalie Meggison. Carried.

17.06.3 Pecuniary conflict of interest statement

There was no disclosure of pecuniary interest.

APPROVAL

17.06.4 Policies: updates

17.06.4.1 AODA Customer Services Policy

Motion 17.06.04.01

That the updates to the AODA Customer Services Policy be approved as presented.

Moved by Morgan Cunningham-Fetch. Seconded by Joyce Chartrand. Carried.

17.06.4.2 Integrated Accessibility Standards Regulation Policy

Motion 17.06.04.02

That the updates to the Integrated Accessibility Standards Regulation Policy be approved as presented.

Moved by Natalie Meggison. Seconded by Michael Tarnowski. Carried.

17.06.4.3 Workplace Violence Prevention Policy
17.06.4.4 Workplace Harassment and Discrimination Policy

Motion 17.06.04.03-04

That the updates to the Workplace Violence Prevention Policy and the Workplace Harassment and Discrimination Policy be approved as presented.

Moved by Morgan Cunningham-Fetch. Seconded by Joyce Chartrand. Carried.

17.06.5

Policies: revisions

17.06.5.1 Health and Safety Policy

Motion 17.06.05.01

That the revised Health and Safety Policy be approved as presented.

Moved by Morgan Cunningham-Fetch. Seconded by Michael Tarnowski. Carried.

17.06.5.2 Collection Development Policy

Motion 17.06.05.02

That the revised Collection Development Policy be approved as presented.

Moved by Joyce Chartrand. Seconded by Natalie Meggison. Carried.

17.06.5.3 Use of Facilities Policy

Motion 17.06.05.03

That the revised Use of Facilities Policy be approved as presented.

Moved by Michael Tarnowski. Seconded by Morgan Cunningham-Fetch. Carried.

17.06.5.4 Social Media Policy

Motion 17.06.05.04

That the revised Social Media Policy be approved as presented.

Moved by Michael Tarnowski. Seconded by Cindy Saucier. Carried.

17.06.6

Policies: new

17.06.6.1 Financial Monitoring, Control and Oversight Policy

Motion 17.06.06.01

That the Financial Monitoring, Control and Oversight Policy be approved as presented.

Moved by Morgan Cunningham-Fetch. Seconded by Michael Tarnowski. Carried.

17.06.6.2 Statements on the Rights of Children, Teens and Young Adults

Motion 17.06.06.02

That the Statements on the Rights of Children, Teens and Young Adults be approved as presented.

Moved by Cindy Saucier. Seconded by Joyce Chartrand. Carried.

17.06.6.3 Art in the Library Policy

Motion 17.06.06.03

That the Art in the Library Policy be approved as presented.

Moved by Cindy Saucier. Seconded by Morgan Cunningham-Fetch. Carried.

FAST-TRACK TRAINING

17.06.7 Digital Prescott-Russell

CEO Claire Dionne gave a short presentation on the library's Digital Prescott-Russell database of old photographs. She indicated that the Library has partnered with the Russell Historical Society to digitize many of the old photographs of the Russell Museum's collections and integrate them in the database.

INFORMATION

17.06.8 Correspondence and information

Correspondence

* Letters requesting financial assistance from the Friends of the Russell Branch Library and Les Amis de la Bibliothèque d'Embrun for the summer reading programs.

* Thank-you card sent to the Municipality for the use of the Gaston R. Patenaude Room for the Annual Used-Book Sale.

Information

Press releases, newspaper articles and posters on Library programs, services and activities were tabled.

17.06.9 Library team report

CEO Claire Dionne gave a brief oral report for the period of May 19 to June 14.

OTHER

17.06.10 Comments on the meeting

Chair Amanda Simard invited members to comment on the meeting.

Next regular meeting

Thursday, September 21, 2017 – 6:30 p.m.

Gaston R. Patenaude Meeting Room

The meeting was adjourned at 7:50 p.m.

Amanda Simard, Chair

Claire Dionne, Secretary