

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

**Minutes of the March 19, 2015 regular meeting
Gaston R. Patenaude Meeting Room (717 Notre-Dame EMBRUN) – 6:30 p.m.
(TRANSLATION)**

Attending: Marc Charron Morgan Cunningham-Fetch
Joanne Durocher Michelle Rogers
Cindy Saucier Amanda Simard Michael Tarnowski

Guests: Lise Boucher, President Jocelyne Labelle, Administrator
Louise Deslauriers, Administrator
Friends of the Library – Embrun Branch Chapter

Staff: Claire Dionne, CEO

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

The library's new 3D printer was set up during the meeting to demonstrate its use and familiarize members with this new technology.

15.03.1 Chair's opening remarks

Chair Amanda Simard welcomed everyone to the meeting.

15.02.1.1 Presentation of a Board member

Since he was not in attendance at the last regular meeting, Marc Charron introduced himself to the other members of the Board.

15.03.2 Approval of the agenda

Motion 15.03.03

That the agenda be approved as amended (addition of item 15.03.10, Library Board relations with the media: policy and procedures).

Moved by Joanne Durocher. Seconded by Marc Charron. Carried.

15.03.3 Disclosure of pecuniary conflict of interest

There was no disclosure of pecuniary interest.

FOCUS ON OUR COMMUNITY

15.03.4 Friends of the Library – Embrun Branch Chapter

Chair Amanda Simard welcomed Lise Boucher, president, as well as Jocelyne Labelle and Louise Deslauriers, administrators, from the Embrun Branch Chapter of Friends of the Library. Library Board members took turns introducing themselves. President Lise Boucher of Friends of the Library gave an overview of her organization's objectives, history and activities.

FAST-TRACK TRAINING

15.03.5 Training Required by Law

15.03.5.1 AODA

Members received online training on provincial legislation on accessibility. As a complement to this training, CEO Claire Dionne summarized Board policies and accessibility services available at the Library.

15.03.5.2 Workplace Harassment Policy

CEO Claire Dionne gave a summary overview of the Workplace Harassment Policy and answered members' questions.

15.03.5.3 Workplace Prevention of Violence Policy

CEO Claire Dionne gave a summary overview of the Workplace Prevention of Violence Policy and answered members' questions.

APPROVAL

15.03.6 Approval of the minutes of the February 26, 2015 regular Board meeting

Motion 15.03.06

That the minutes of the February 26, 2015 regular meeting be approved as presented.

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

15.03.7 Human Resources Policy – Modification 2015 Salary Grid – Cost of living increase

Motion 15.03.07

That Annex 2 of the **Human Resources Policy** (Policy no 3.1.1) be modified in accordance with the 2015 salary grid approved by Municipal Council (cost of living percentage increase).

Moved by Marc Charron. Seconded by Morgan Cunningham-Fetch. Carried.

INFORMATION and DISCUSSION

15.03.8 Correspondence and information

Correspondence

Thank you cards sent to former Library Board members.

Information

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

15.03.9 Library Team Report

CEO Claire Dionne gave a brief overview of the Library's main activities since the last regular Board meeting.

**15.03.10 Library Board relations with the media
Policy and procedures**

Members discussed Library Board relations with the media. The Board mandated the CEO to develop appropriate policy and procedures and to create email addresses for Board members.

EVALUATION

15.03.11 Evaluation of the meeting

Chair Amanda Simard invited members to comment on the meeting.

Next regular meeting

Thursday April 23, 2015 – 6:30 p.m. Gaston R. Patenaude Meeting Room

The meeting was adjourned at 8:05 p.m.

Amanda Simard, Chair

Claire Dionne, Secretary