

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

---

**Minutes of the February 13, 2020 regular meeting  
Gaston R. Patenaude Meeting Room (717 Notre-Dame EMBRUN) – 6:30 p.m.**

Attending: Joyce Chartrand      Kym Harley      Jacques Héroux  
Stéphanie Moïse      Cindy Saucier      Isabelle St-Amour  
Michael Tarnowski

Staff: France Séguin-Couture, CEO

---

The meeting was called to order at 6:32 p.m.

**20.02.1 Roll call**

The Board Secretary confirmed that there was a quorum for the meeting.

**20.02.2 Chair's opening remarks**

Chair Jacques Héroux welcomed everyone to the meeting.

**20.02.3 Approval of the agenda**

***Motion 20.02.03***

That the agenda be approved as amended.

*Moved by Isabelle St-Amour. Seconded by Kym Harley. Carried.*

**20.02.4 Disclosure of pecuniary interest**

There was no disclosure of pecuniary interest.

**20.02.5 Board Member Report**

Board Member Stéphanie Moïse commented briefly on how she appreciated attending the Super Conference in Toronto.

**APPROVAL**

**20.02.6 Minutes of the January 23, 2020 regular meeting**

***Motion 20.02.06***

That the minutes of the January 23, 2020 regular meeting be approved as presented.

*Moved by Kym Harley. Seconded by Mike Tarnowski. Approved.*

**20.02.7 January – December 2019 Financial Report**

The January – December 2019 Financial Report was presented and received by the Board.

**20.02.8 One Policy Revision / Policy Committee**

***Motion 20.02.08***

That the Media Relations Policy, 1.5.5, be accepted as revised.

*Moved by Mike Tarnowski. Seconded by Kym Harley. Approved.*

**20.02.9 Your Library 2020-2021 Action Plan**

A first draft (to be revised) was presented to the Board.

**INFORMATION AND DISCUSSION**

**20.02.10 Correspondence and information**

*Correspondence*

There was no correspondence received.

*Information*

Two documents were distributed to board members relating to the SOLS Training – Board Trustees, second year mandate: Community and Municipal Relations.

**20.02.11 Library Team Report**

The CEO gave a brief oral report on her participation at the Super Conference in Toronto and an online training by SOLS – Key to CEO Success: Developing a Political Mindset.

The Branch Head and Administrative Assistant position has been posted and a job description evaluation is underway for the Embrun Branch. Nicole Moreau is leaving the Library to work closer to her new home.

**20.02.12 Collaboration between library board and PRAC**

Discussions were held on Parks and Recreational activities and a possible future partnership.

**OTHER**

**20.02.13 Comments on the meeting**

Chair Jacques Héroux invited members to comment on the meeting.

**Next regular meeting:**

**Thursday March 19, 2020 – 6:30 p.m.**  
Gaston R. Patenaude Meeting Room

The meeting was adjourned at 8:35 p.m.

---

Jacques Héroux, Chair

---

France Séguin-Couture, Secretary