

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

**Minutes of the March 23, 2023 regular meeting
Hybrid format: In person, Gaston R. Patenaude Meeting Room, and online via ZOOM
application**

Attending: Laurie Clement Lisa Deacon Dominique Bertrand
Eric Greer Phil Gurski Mélanie Lalonde

Regrets: Jacques Héroux

Staff: France Séguin-Couture, CEO

Member of
the public: Maryse Lalonde

Guest: Brittany Roelofs, Head of Communications, Programming and Community
Relations

The meeting was called to order at 6:44 p.m.

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

23.03.2 Chair's opening remarks
Chair Eric Greer welcomed members of the Board and of the public (both virtually and in person) and the guest, and read out loud the text on unceded lands.

23.03.3 Approval of the agenda

Motion 23.03.03

That the agenda be approved as presented.

Moved by Laurie Clement. Seconded by Phil Gurski. Carried.

23.03.4 Pecuniary conflict of interest statement
There was no disclosure of pecuniary interest.

MEET YOUR LIBRARY TEAM

23.03.5 Head of Communications, Programming and Community Relations
Brittany Roelofs presented current activities at the Library, and gave an overview of the spring calendar and weekly activities.

23.03.6 Board member report
Dominique Bertrand, vice-chair, attended the online training: **Governance 101:**

Library Board Training from OLS (Ontario Library Service).

Lisa Deacon, municipal councillor, attended the Leadership féminin Prescott-Russell **Discitus** training on Board governance.

APPROVAL

23.03.7 Approval of the minutes of the February 16, 2023 regular meeting

Motion 23.03.07

That the minutes of the February 16, 2023 regular meeting be approved as presented.

Moved by Laurie Clement. Seconded by Eric Greer. Carried.

23.03.8 January – February 2023 financial report

The January – February 2023 financial report was presented to the Board.

Motion 23.03.08

That the January – February 2023 financial report be received as presented.

Moved by Dominique Bertrand. Seconded by Lisa Deacon. Carried.

23.03.9 January – December 2022 statistics

The January – December 2022 statistics were presented to the Board.

23.03.10 Two Policies revision / Policy Committee

Two policies were presented for discussion and some minor changes.

Motion 23.03.010

That policy 1.1.6.1, Delegation of Authority to the CEO & Emergency CEO Succession, and policy 5.1.3, Community Use of Facilities Policy, be approved as modified. Policy 5.1.3 will be reviewed again in 2024.

Moved by Mélanie Lalonde. Seconded by Lisa Deacon. Carried.

INFORMATION AND DISCUSSION

23.03.11 Correspondence and information

The Board was sent an informational video from the Federation of Ontario Public Libraries to watch: <https://www.youtube.com/watch?v=KpQ0wN2MFxQ&t=283s>

23.03.12 Team report

France Séguin-Couture informed members of the Library's activities.

March Break in-person activities were a success this year at both branches.

Statistics were presented to Board members. Attendance at the Monkey Rock show was of 63 persons.

The Friends of the Library are having an Easter Basket Draw at the Russell Branch. The draw will be on April 8th, 2023.

On April 17, before opening, employees of the Library will have a CPR and AED refresher course at the Russell Branch.

Next authors visits:

Jean-Paul Eid, Embrun Branch, April 19th, 7 p.m.

Michelle Young, Russell Branch, April 20th, 7 p.m.

Thrills, Chills, & Laughter in Russell, Russell Branch, May 11th, 7 p.m.

23.03.13 Embrun Branch: update

Lalande & Doyle's conceptual plans were presented to the Board. Comments were noted and will be submitted to the architects before moving on to the next phase.

The plans will also be presented to Municipal Council on Monday March 27, 2023.

OTHER

23.03.14 Comments on the meeting

A special thanks to Eric for bringing his technical gear to help with the Zoom meeting, for audio requirements.

Next meeting:

Thursday, April 20, 2023 – 6:30 p.m.

In person, Gaston R. Patenaude Meeting Room, Town Hall, and online via Zoom application.

The meeting was adjourned at 9:03 p.m.

Eric Greer, Chair

France Séguin-Couture, Secretary