

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

**Minutes of the April 20, 2023 regular meeting
Hybrid format: In person, Gaston R. Patenaude Meeting Room,
and online via ZOOM application**

Attending: Laurie Clement Lisa Deacon Eric Greer
 Phil Gurski Jacques Héroux Mélanie Lalonde

Regrets: Dominique Bertrand

Staff: France Séguin-Couture, CEO

The meeting was called to order at 6:45 p.m.

23.04.1 Roll call

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

23.04.2 Chair's opening remarks

Chair Eric Greer welcomed members of the Board. Mélanie Lalonde read out loud the text on unceded lands.

23.04.3 Approval of the agenda

Motion 23.04.03

That the agenda be approved as amended.

Moved by Phil Gurski. Seconded by Lisa Deacon. Carried.

23.04.4 Pecuniary conflict of interest statement

There was no disclosure of pecuniary interest.

23.04.5 Board member report

Councillor Lisa Deacon informed the Board that she chairs the Russell Township Community, Diversity, Equity and Inclusion Advisory Committee as well as the Teen Advisory Committee, and that she is the vice-chair of the new Attainable and Affordable Housing Committee.

Chair Eric Greer advised members that he sits on the Board of Directors, Youth Chapter[1] , of the Russell Horticultural Society.

Going forward, significant connections could be made between these committees.

APPROVAL

23.04.6 Approval of the minutes of the March 23, 2023 regular meeting

Motion 23.04.06

That the minutes of the March 23, 2023 regular meeting be approved as presented.

Moved by Laurie Clement. Seconded by Lisa Deacon. Carried.

23.04.7 January – March 2023 financial report

Motion 23.04.07

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

Moved by Eric Greer. Seconded by Mélanie Lalonde. Carried.

23.04.8 Policy revision / Policy Committee

The Working Alone Policy, 3.5.1.1, was revised by the Committee.

Motion 23.04.08

That the Working Alone Policy, 3.5.1.1, be approved as presented.

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

INFORMATION AND DISCUSSION

23.04.9 Correspondence and information

An article entitled “Premier aperçu du plan de la Bibliothèque Camille Piché” was published in *Le Reflet* on April 14, 2023. It discussed the initial conceptual plans submitted by the architectural firm Lalande & Doyle Inc.

Contrary to what is stated, the Library will not be named Camille Piché.

23.04.10 Team report

France Séguin-Couture presented ongoing projects:

Our Community Easter Tree was adorned with 135 eggs decorated by community members.

The presentation “Discover the Wonderful Monarch” attracted 36 participants at the Russell branch.

The following authors are being hosted under our spring authors’ visits program: Jean-Paul Eid at the Embrun branch, and Michelle Young at the Russell branch.

After a three-year absence, Storytime in pyjamas will be returning this spring at both branches.

World Book Day is April 23. To mark the event, the Library will be offering a free book from donations to all those interested.

The Ministry of Culture’s annual Public Library Operating Grant (PLOG) Survey was completed and submitted online on April 12.

The Library’s financial audit will soon be concluded. Financial reports will follow and will be presented to the Board at an upcoming regular meeting. Normally, this presentation is made in June.

23.04.11 Embrun branch: Update

Amendment of plans revised by the architectural firm following comments received from the Library Board, Municipal Council, the Accessibility Advisory Committee, the Infrastructure Department and the Planning, Building and Economic Development Department.

23.04.12 Strategic planning

The Board of Directors is initiating discussions on the Library’s Strategic Plan for the years 2024-2028.

Special meetings will be held this summer to hold brainstorming sessions.

OTHER

23.04.13 Comments on the meeting

Chair Eric Greer invited members to comment in turn on the meeting.

Member Laurie Clement proposed modifying the agenda for future meetings to allow more time for strategic discussion. Adding a consent agenda would group all items requiring little discussion under one item (consent agenda) and be voted on as a whole. Items would be pulled off the consent agenda when requested by a board member.

Next training meeting:

Code of conduct training by the Integrity Commissioner

Thursday, April 27, 2023 – 6 p.m.

In person, Gaston R. Patenaude Meeting Room, Town Hall

Next regular meeting:

Thursday, May 18, 2023 – 6:30 p.m.

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

The meeting was adjourned at 8:03 p.m.

Eric Greer, président

France Séguin-Couture, secrétaire