

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

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**Minutes of the June 28, 2018 regular meeting  
Gaston R. Patenaude Meeting Room (717, Notre-Dame EMBRUN) – 6:30 p.m.**

Attending: Joyce Chartrand Jacques Héroux  
Cindy Saucier Ginette Trottier

Regrets: Morgan Cunningham-Fetch Jamie Laurin  
Michael Tarnowski

Staff: France Séguin, CEO

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The meeting was called to order at 6:34 p.m.

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

**18.06.2 Chair's opening remarks**

**Motion 18.06.2.1**  
In the Chair's and Vice-Chair's absence, that Jacques Héroux chair the meeting.  
*Moved by Joyce Chartrand. Seconded by Ginette Trottier. Carried.*

In the Chair's and Vice-Chair's absence, Jacques Héroux took the chair and welcomed everyone to the meeting.

**18.06.3 Approval of the agenda**

**Motion 18.06.3.1.**  
That the agenda be approved as presented.  
*Moved by Ginette Trottier. Seconded by Joyce Chartrand. Carried.*

**18.06.4 Pecuniary conflict of interest statement**  
There was no disclosure of pecuniary interest.

**INFORMATION**

**18.06.5 New Board member**

On June 25, 2018, councillor **Jamie Laurin** was named to the Township of Russell Public Library Board, replacing Amanda Simard until November 30, 2018.

**APPROVAL**

**18.06.6 Board Chair**

**Motion 18.06.6.1**  
Given minimal attendance at this meeting, that the selection of a chair be deferred to the September meeting.  
*Moved by Jacques Héroux. Seconded by Joyce Chartrand. Carried.*

**18.06.7 Approval of the minutes of the regular meeting of May 24, 2018**

***Motion 18.06.7.1***

That the minutes of the May 24, 2018 regular meeting be approved as presented.

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

**18.06.8 Partnership with TR Léger for the Embrun Branch location: service agreement**

***Motion 18.06.8.1***

That the service agreement contract be signed.

*Moved by Ginette Trottier. Seconded by Joyce Chartrand. Carried.*

**18.06.9 Policy 5.1.3: revision**

***Motion 18.06.9.1***

That the revision to article 4 of Policy 5.1.3 be approved as proposed by the CEO.

*Moved by Jacques Héroux. Seconded by Cindy Saucier. Carried.*

**INFORMATION AND DISCUSSION**

**18.06.10 Tree planting at the Library**

An oak was planted in front of the Russell Branch on June 28, 2018. This tree was awarded to the Horticultural Society during Canada's 150<sup>th</sup> anniversary parade. Thank you to the Horticultural Society for choosing us as the planting site.

**18.06.11 Discussion on the relocation of the Embrun Branch between the Joint Committee and Municipal Council**

***Motion 18.06.11.1***

That this item be deferred to the September meeting in order to hear all members' comments.

*Moved by Jacques Héroux. Seconded by Ginette Trottier. Carried.*

**18.06.12 Correspondence and information**

*Correspondence*

The Board received a card from Claire Dionne thanking its members for their token of appreciation at her retirement.

The Board will need to agree upon on a date for this fall's training on best practices for the development of a legacy document to leave for the new board. France will send a Doodle Poll survey to all members and then submit an agreed-upon date to Alexandra Taylor, the bilingual associate consultant at SOLS (Southern Ontario Library Services).

*Information*

Michael Tarnowski and France Séguin took part in a meeting at CIBC to add France Séguin's name to the Library's account.

A newspaper article as well as posters on programs and services, the schedule, a survey for the Ministry of Culture and Library activities were tabled.

**18.06.13 Team report**

CEO France Séguin gave a brief overview of the Library's main activities since the Board's last regular meeting

**Major renovations at the Russell Branch**

In June, the carpet was successfully replaced at the Russell Branch. A heartfelt thank you to our volunteers and to Library and Township staff for their support. More than 400 boxes of books had to be moved to replace the carpet. We took the opportunity to make a few changes. Come in and see for yourself!

**Certificates of excellence in the quality of written English and French**

Once again this year, the Library awarded approximately ten certificates of excellence in the quality of written English and French to 6<sup>th</sup> grade students. Thank you to Board members who took part in the ceremony.

**EVALUATION**

**18.6.14 Comments on the meeting**

Chair Jacques Héroux invited members to comment on the meeting.

**Next regular meeting**

September 27, 2018 – 6:30 p.m. / Gaston R. Patenaude Meeting Room

The meeting was adjourned at 7:25 p.m.

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Jacques Héroux, Chair

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France Séguin, Secretary