

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

**Minutes of the January 17, 2019 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

Guest: Maryse Grégoire, Registered Early Years Educator from Prescott-Russell
Social Services

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

19.01.1 Roll call

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

19.01.2 CEO's opening remarks

CEO France Séguin-Couture welcomed everyone to the meeting. She explained that she would be chairing the meeting until a Chair was elected.

19.01.3 Round table

Everyone was invited to introduce themselves by stating their name and their interests and explaining why their involvement is important to the Board.

19.01.4 Approval of the agenda

Motion 19.01.04

That the agenda be approved as amended.

Moved by Joyce Chartrand. Seconded by Jacques Héroux. Carried.

19.01.5 Disclosure of pecuniary interest

There was no disclosure of pecuniary interest. The Board was informed of updated Bill 68 and onsite Registry and Forms.

**19.01.6 Maryse Grégoire, Registered Early Years Educator from
Prescott-Russell Social Services**

Maryse informed the Board about the Early On, Child and Family Centre programs and services along with partnership activities that will be held at the Russell Branch Library this winter.

19.01.7 Ice-breaker

In order for members to get to know each other better, they were invited to introduce themselves by stating a quality starting with the first letter of their first and last names.

19.01.8 **Mission, vision and values**

Members were introduced to the mission, vision and values of the Library. A discussion on updating the Strategic Plan and the Action Plan was held.

ELECTIONS AND NOMINATIONS

19.01.9 **Elections**

Motion 19.01.09

That CEO France Séguin-Couture act as Elections Secretary.
Moved by Michael Tarnowsky. Seconded by Joyce Chartrand. Carried.

19.01.9.1 Chair

Elections secretary France Séguin-Couture asked members if there were any nominations for the position of Chair.

Nomination 19.01.09.1a

That Michael Tarnowski be nominated for the position of Chair.
Proposed by Cindy Saucier. Seconded by Isabelle St-Amour.

Nomination 19.01.09.1b

That Jacques Héroux be nominated for the position of Chair.
Proposed by Michael Tarnowski. Seconded by Joyce Chartrand.

Elections secretary France Séguin-Couture asked three times if there were any other nominations for the position of Chair; hearing none, she declared the end of the nominations process.

As Michael Tarnowski declined the position, Jacques Héroux was elected Chair of the Board.

19.01.9.2 Vice-Chair

Elections secretary France Séguin-Couture asked members if there were any nominations for the position of Vice-Chair.

Nomination 19.01.09.2a

That Michael Tarnowski be nominated for the position of Vice-Chair.
Proposed by Cindy Saucier. Seconded by Stéphanie Moïse.

Elections secretary France Séguin-Couture asks three times if there are any other nominations for the position of Vice-Chair; hearing none, she declared the end of the nominations process and declared Michael Tarnowski elected Vice-Chair of the Board.

19.01.9.3 Signing officers

Motion 19.01.9.03

(1) That France Séguin-Couture, Jacques Héroux and Joyce Chartrand be the authorized signing officers for the Township of Russell Public Library Board;

(2) and that, in accordance with the Constitution of the Board, the signatures of two of the three individuals named above be required on all cheques issued by the Board.

Proposed by Michael Tarnowski. Seconded by Stéphanie Moïse. Carried.

19.01.9.4 Policy Committee

Motion 19.01.9.04

That the members of the Board's Policy Committee be Jacques Héroux, Stéphanie Moïse, Cindy Saucier and Isabelle St-Amour.

Proposed by Michael Tarnowski. Seconded by Joyce Chartrand. Carried.

19.01.9.5 Board Liaison – Federation of Ontario Public Libraries

Motion 19.01.9.05

That Kym Harley be the Board Liaison and that CEO France Séguin-Couture be the representative of the Library's administration for the Federation of Ontario Public Libraries.

Proposed by Joyce Chartrand. Seconded by Michael Tarnowski. Carried.

19.01.9.6 Representatives – SOLS Trustee Council

Motion 19.01.9.06

That Kym Harley be the Board's representative for the SOLS Trustee Council.

Proposed by Michael Tarnowski. Seconded by Isabelle St-Amour. Carried.

Chair Jacques Héroux took the chair of the meeting.

APPROVAL

19.01.10 2019 Schedule of Meetings

Motion 19.01.010

That the 2019 Schedule of meetings be approved as presented.

Moved by Michael Tarnowski. Seconded by Jacques Héroux. Carried.

19.01.11 Minutes of the December 12, 2018 special meeting

Motion 19.01.011

That the minutes of the December 12, 2018 special meeting be approved as presented.

Moved by Joyce Chartrand. Seconded by Jacques Héroux. Approved.

19.01.12 2018 Surplus – New motion

Motion 19.01.012

That Motion 18.12.07 approved on December 12, 2018 be repealed and that the surplus of the 2018 fiscal year be transferred to the Relocation of the Embrun Library Reserve.

Moved by Michael Tarnowski. Seconded by Joyce Chartrand. Approved.

INFORMATION AND DISCUSSION

19.01.13 Transition Plan: Legacy Document

The document compiled by CEO France Séguin-Couture was presented to the Board in their welcoming package along with documentation about their role as Board members and governance information.

19.01.14 Correspondence and information

Correspondence

The TR Leger School of Adult Partnership no longer exists due to its lack of visibility at the Embrun Branch.

Information

Press releases and a newspaper article about the Volunteer Event held in December at the Russell Branch with Joyce Chartrand, artist of the mosaic and member of the Board, and France Séguin-Couture, CEO, were tabled.

19.01.15 Library Team Report

The CEO gave a brief oral report on the winter program and activities, the new Instagram account, and participation in the Living Locally Fair in Russell, and informed the Board of the upcoming Super Conference in Toronto that will be attended by Nicole Moreau, Head of the Embrun Branch, Jacques Héroux, Chair of the Board, and France Séguin-Couture, CEO.

The CEO presented a video on library activities and a document prepared by Isabelle Camiré, Head of communications, programs and community relations, on our ***Human of the Libraries***, a gathering of posts from our Facebook Library Page in which we are representing our people in order for us to create our own identity.

The CEO will follow up by email with Board members about upcoming training offered online by SOLS – Learn HQ sessions.

OTHER

19.01.16

Comments on the meeting

Past Chair Michael Tarnowski invited members to comment on the meeting. He thanked everyone for volunteering on this Board and taking on this mandate and said he looked forward to working together.

Next regular meeting:

Thursday, February 21, 2019 – 6:30 pm
Gaston R. Patenaude Meeting Room

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

Jacques Héroux, Chair

France Séguin-Couture, Secretary