

## **ELLIOT LAKE PUBLIC LIBRARY BOARD**

*The mission of the Elliot Lake Public Library is to support the individual pursuit of knowledge by opening doors to a world of information, education and recreation, thereby enhancing the economic, social and cultural vitality of our community.*

### **Minutes of a meeting of the Elliot Lake Public Library Board September 14, 2017 Program Room, Public Library**

**Present:** Jeannie Meyer, Faye Steel, Councillor Cyr, Rick Hamilton  
Councillor Reinhardt, Chelsie Abraham and Chief Librarian Pat McGurk

**Regrets:**

**Absent:** France Blais and Councillor Nykyforak

**Guests:** Michael Humble – City CAO

The meeting was called to order at 4:42 p.m.

**Moved by:** R. Hamilton

**Seconded by:** L. Cyr

That the agenda be received with amendments.  
Carried.

Resol. 111/2017

Agenda

Luc Cyr reserved the right to call a conflict of interest  
at a later time.

**Strategic Planning:**

Michael Humble addressed the Board concerning agreement with the City. The City would like to continue with the informal agreement whereby they are responsible for IT, HR, bookkeeping and accounting. He also stated that according to the MOL the City is the library's employer.

**Moved by:** R. Hamilton

**Seconded by:** F. Steel

That we, the Elliot Lake Public Library Board will store all sensitive and confidential materials in the secured storage area provided to us by the City of Elliot Lake. Access will be limited to the chair and vice-chair or specified designate of the Elliot Lake Public Library Board. Procedures regarding keeping the document catalog up to date and access log will be the sole responsibility of this board. All information kept at this storage receptacle, will be deemed the sole property of the Elliot Lake Public Library Board.

Resol. 112/2017

Documentation Storage

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In the future, these documents may be permanently relocated only by ratification by the board and presentation of a signed and dated motion to the City of Elliot Lake.  
Carried.

**Moved by:** R. Hamilton  
**Seconded by:** L. Cyr  
That the minutes of June 15, 2017 be received.  
Carried.

Resol. 113/2017  
Minutes of June 15, 2017

**Moved by:** R. Hamilton  
**Seconded by:** L. Cyr  
That the minutes of July 14, 2017 be received.  
Carried.

Resol. 114/2017  
Minutes of July 14, 2017

**Moved by:** S. Reinhardt  
**Seconded by:** F. Steel  
That the minutes of August 10, 2017 be received.  
Carried.

Resol. 115/2017  
Minutes of August 10, 2017

**Moved by:** S. Reinhardt  
**Seconded by:** L. Cyr  
That the election of Vice Chair be deferred to October's Board meeting.  
Carried.

Resol. 116/2017  
Election of Vice Chair

**Moved by:** R. Hamilton  
**Seconded by:** L. Cyr  
That the Board approves the extension of membership of France Blais to October's Board meeting.  
Carried.

Resol. 117/2017  
Extension of membership

Luc Cyr declared a conflict of interest regarding July's Visa statement.

**Moved by:** R. Hamilton  
**Seconded by:** F. Steel  
That the Visa statements for June and July be accepted.  
Carried.

Resol. 118/2017  
Visa statements

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**Moved by:** R. Hamilton

**Seconded by:** L. Cyr

That the library build budget report be deferred to October's meeting so it can be reviewed.

Carried

Resol. 119/2017  
Nomination of vice-chair

**Moved by:** L. Cyr

**Seconded by:** R. Hamilton

That a record of in camera minutes be kept with knowledge of sensitive issues.

Carried

Resol. 120/2017  
In camera minutes

**Moved by:** R. Hamilton

**Seconded by:** L. Cyr

That Scot Reinhardt be added to the Building Committee.

Carried

Resol. 121/2017  
Building Committee

**Moved by:** S. Reinhardt

**Seconded by:** F. Steel

That the draft budget for 2018 in the amount of \$ 337,439.00 be accepted.

Carried

Resol. 122/2017  
Draft Budget

**Moved by:** R. Hamilton

**Seconded by:** L. Cyr

That a ad-hoc committee consisting of Faye Steel, Jeannie Meyer and the Chief Librarian be created to plan celebration for Ken Pierce.

Carried

Resol. 123/2017  
Ad-hoc Committee

**Moved by:** R. Hamilton

**Seconded by:** L. Cyr

That Librarian's report, circulation stats and financial statements For June, July and August be deferred to October's Board meeting.

Carried.

Resol. 124/2017

Date of next regular Board meeting will be October 19, 2017 @ 4:00 p.m.

**Moved by:** L. Cyr

That the meeting adjourns at 5:55 p.m.

Carried.

Resol. 125/2017  
Adjourn