

Elliot Lake Public Library
Minutes of Board Meeting
July 14, 2017 at 12:00 PM – Program Room

Prior to Meeting: Jeannie Meyer assigned to be acting Secretary

1. Administration

- i. Disclosure of Pecuniary Interest
 - i. None declared.
- ii. Chair's Remarks
 - i. None declared.
- iii. Approval of Agenda 9212017
 - i. Addition under 3.j. Correspondence:
 1. Letter from Councillor Connie Nykyforak dated July 13, 2017.
 - ii. Addition under 1.f. Presentations:
 1. Overview and recap of Grand Opening
 - iii. Correction to 2.g.3. Personnel Committee:
 1. Approval will be of the Description, Scope and Mandate
 - iv. Addition to 2.g.2. Building Committee:
 1. Formal Request for Final Building Budget
 - v. Addition to 2.h. New Business:
 1. Request for Locked Filing Cabinet
 - vi. Addition under 1. Administration:
 1. Documenting Attendees, Not in Attendance, and Regrets.
- iv. Minutes of Previous Meeting: Not Applicable
- v. Business Arising from The Minutes: Not Applicable
- vi. Presentations: Grand Opening-verbal report from Ken Pierce: Reflections of the grand opening are viewed as an overall success. A few highlights:
 - i. Kim Arnold's performance was noted as exemplary
 - ii. The donation of the portrait of Gerrie was very well received and appreciated.
 - iii. BBQ provided by Bob Cyr was well put on, well received and truly appreciated.
 - iv. The thank you tokens provided for a few key members of the building initiative were well done and well received.

Addition to Administration:

Meeting Attendance

Present: Ken Pierce, Faye Steel, Rick Hamilton, Jeannie Meyer, Scot Reinhardt and Luc Cyr. Not in Attendance: France Blais and Connie Nykyforak

2. Strategic Discussion

- g. Committee Reports
 - i. Policy Committee – No meeting held.
 - ii. Building Committee – *Motion made by Rick to provide final budget of the building committee (as previously requested) no later than the next regular board meeting (September 14, 2017). Seconded by Scot. Motion was carried. 9312017*
 - iii. Personnel Committee – *Motion made by Scot to approve the Personnel Committee Description, Scope and Mandate as amended at this meeting (and as so attached) in it's entirety. Seconded by Rick. Motion was carried. Please see attachment. 9412017*
- h. New Business
 - i. A letter of resignation by Denis Hupe, an Elliot Lake Public Library Board Member was received by the board on June 16, 2017. *Motion to receive and accept this letter made by Rick. Seconded by Luc. The receipt and acceptance of this letter was carried. 9512017*
 - ii. Verbal Report of Projection Screen done by Jeannie Meyer. Synopsis? Request made to bring this item from the building committee up for discussion by the board made by Larry (former construction liaison and advocate for the board). The screen most currently received has a

96/2017

received screen by Encompass and source a larger yet appropriate motorized projection screen from either the same source or alternate source. *Seconded by Luc. Motion was carried.*

iii. Verbal request for information and opinions presented to the board regarding obtaining a locked filing cabinet for confidential information at City Hall. No motion made. Information provided to contact Michael Humble at City Hall to make such a request. Overall support for making this request. Motion to be made regarding site of kept confidential information after securing this item.

3. Consent Agenda

i. Reports:

- i. CEO Report: None
- ii. Circulation Statistics: None
- iii. Financial Statement: None

j. Correspondence:

i. Letter from Councillor Connie Nykyforak dated July 13, 2017: The letter from Councillor Nykyforak states that she will be placed on an inactive board member status until further notice. *Motion to receive and accept this letter by Scot. Seconded by Luc. This letter has been received and accepted.*

97/2017

4. Other

k. New Business

i. Closed Session: *Motion to move into a closed session meeting made by Scot. Seconded by Luc. A closed session meeting was carried. Motion to come out of a closed session meeting made by Rick. Seconded by Luc. Closed session meeting concluded.*

ii. Other Business: Next meeting: **Thursday, September 14, 2017 @ 4:00 pm.**

Motion to Adjourn made by Scot. Meeting is adjourned.

98/2017