

**Hanover Public Library Board Meeting Minutes**  
**Thursday, June 23, 2022, at 6 p.m.**  
**Hanover Raceway**

**Members:** (X = present, A = absent, R = regrets, L = Expected late)

<u>X</u>	Brenda Booth	<u>X</u>	Edwin Haas	<u>X</u>	Susan Sakal
<u>R</u>	Andrew Edgcumbe	<u>X</u>	Kathi Maskell	<u>X</u>	Agnes Rivers-Moore (CEO)
<u>X</u>	Steve Fitzsimmons	<u>X</u>	Joan Roseborough	<u>X</u>	Carolyn Caskanette (staff)

1. **Kathi Maskell** called the meeting to order at 6:02 p.m. Susan Sakal read the Territory Acknowledgement.
2. **Agenda:**  
Moved by Steve Fitzsimmons and seconded by Edwin Haas that the agenda be accepted as circulated. **CARRIED**
3. **Declaration of conflict of interest** - None.
4. **Board Education:** The board discussed succession tasks, trustee skills and ideas for recruiting potential trustees. All trustees are to suggest names of a few people who might be a good board trustee. A list of people to approach will be compiled.
5. **Consent Agenda:**

A.	Minutes of May 26 <sup>th</sup> board meeting	For Approval
B.	Librarian's Report - May-June 2022	Receive and File
C.	Statistical Report – May 2022	Receive and File
D.	Accounts Payable – May 2022	For Approval
E.	July 4 2022 Events – information report	Receive and File
F.	Letter from Bradford Public Library Board	

Moved by Susan Sakal and seconded by Joan Roseborough THAT the Hanover Public Library Board supports the motion of Bradford West Gwillimbury Public Library Board to write a letter to Simcoe County Council expressing the board's serious concerns with the Simcoe County Council's decision to dissolve the Simcoe County Library Co-operative. **CARRIED**

Moved by Steve Fitzsimmons and seconded by Brenda Booth THAT Items A to F on the consent agenda be adopted. **CARRIED**

6. **Matters arising from the Minutes:** none
7. **Report from the Chair (verbal):** The chair listed meetings she had attended the past month and reported that there was a chance for good community connections at the Chamber of Commerce luncheon she attended.

8. **Council Feedback** - none

9. **Committee Reports:**  
**Personnel Committee**

Susan Sakal handed out CEO Performance Evaluation sheets to trustees to complete and return in a sealed envelope, to be dropped off at the library by June 30<sup>th</sup>.

**Policy Committee**

Brenda Booth reported that the committee had reviewed the Town of Hanover HR-008 Disconnecting from Work Policy and decided it did not apply well to the library. The committee felt that Agnes Rivers-Moore can create an operational procedure if needed.

**Finance Committee**

The Finance reports were reviewed. Budget target is 41.62%. There are no concerns. Brenda Booth reviewed and explained the Balance sheet line by line.

Moved by Brenda Booth and seconded by Susan Sakal THAT the Financial Report for the month of May 2022 be received for information. **CARRIED**

**Fundraising Committee**

Susan Sakal reported on sponsorships, donated auction items, and the requirement to acknowledge HIPP support in all gala literature. The board decided on complimentary tickets to be provided for sponsors and volunteers, and that auction items (or pictures) will be advertised, displayed at the library, and advance bids taken before the gala.

10. **Other / New Business**

Cultural Roundtable news about Music in the Park was presented by Susan Sakal.

11. **Review of Board Work Plan**

Agnes Rivers-Moore stated that work is moving along well. Tasks for May and June have been completed except the new trustee recruitment package contents, which need to be assembled soon.

12. **Informal Round Table** - Kathi Maskell asked the trustees about their favourite childhood book.

13. **Adjournment**

Next scheduled meeting is: Thursday, July 28<sup>th</sup>, 2022 at 6:00 p.m. at the Hanover Raceway.

Moved by Joan Roseborough THAT this meeting be adjourned at 7:38 p.m. **CARRIED**

**Signed:**

Secretary 

Chair 