

Hanover Public Library Board Meeting Minutes
Thursday, May 26 2022, at 6 p.m.
Via Zoom

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

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

1. **Kathi Maskell** called the meeting to order at 6:01 p.m.
2. **Agenda:**
Moved by Susan Sakal and seconded by Joan Roseborough that the agenda be accepted as circulated. **CARRIED**
3. **Declaration of conflict of interest** - None.
4. **Board Education:**
Advocacy for the library was discussed. A letter to electoral candidates from 2018 was reviewed to collect information for a current letter to be drafted in September. A short list of talking points for each trustee to use when promoting the library was developed and will be emailed to trustees.
5. **Consent Agenda:**

A.	Minutes of April 28th board meeting	For Approval
B.	Librarian's Report – Apr- May 2022	Receive and File
C.	Statistics Report – April 2022	Receive and File
D.	Accounts Payable - April 2022	For Approval

Moved by Steve Fitzsimmons and seconded by Edwin Haas THAT Items A to D on the consent agenda be adopted. **CARRIED**
6. **Matters arising from the Minutes:**
Agnes Rivers-Moore reported on staff ideas for clearing patrons' past fines.
7. **Report from the Chair (verbal)**
Kathi Maskell attended a webinar on board transition. She advocated for the library through an impromptu talk at the Coffee With event. Kathi noted that the library was doing well and was ahead of the curve compared with some other libraries when she read the minutes of the recent OLS Board Assembly meeting.
8. **Council Feedback**
Steve Fitzsimmons reported that the Canadian Tire Hanging Basket Sale appeared to have lots of interest and the partnership with Canadian Tire and the Horticultural Society

was praised. Steve reported that mentions of the Gala were heard creating positive buzz months in advance.

9. Committee Reports:

Personnel Committee

Susan Sakal reported good feedback from the staff appreciation cards. She proposed a date change to do the CEO performance review in July, and the board agreed.

Policy Committee

Kathi Maskell reported minor revisions to the board bylaws regarding remote attendance. Trustees proposed adding the Territory Acknowledgement to 3.17 Agenda .

Kathi Maskell moved THAT the bylaws of the Hanover Public Library Board be adopted as amended, seconded by Edwin Haas. **CARRIED**

Finance Committee

The Finance reports were reviewed, everything is on track.

Moved by Edwin Haas and seconded by Susan Sakal THAT the Financial Report for the month of April 2022 be received for information. **CARRIED**

Fundraising Committee

Carolyn Caskanette and Agnes Rivers-Moore were thanked for organizing volunteers for the Hanging Basket Sale. Board Members who volunteered also received thanks. The Gala is moving ahead well, the grant was approved and several sponsors signed up.

10. Other / New Business

Susan Sakal reported on Cultural Roundtable activities. The library will be hosting The Orange Peel Morris Dancers for Culture Days; funds donated from the Hanging Basket Sale will cover costs.

Agnes Rivers-Moore reported that 3,230 baskets were sold during the Hanging Basket Sale event. She reported that the library staff will extend evening open hours in July, moving closer to pre-COVID hours. A library "open house" day is being planned to reopen the Local History collection, launch longer hours and waive fines event.

Agnes Rivers-Moore reported that library staff will create a scrapbook of the history of the Forum/ Hanover Inn that was destroyed by fire.

11. Review of Board Work Plan

Tasks are on schedule. The following tasks listed for June were rescheduled:

Letter for municipal election candidates – work to begin after Labour Day.

Talk to CAO/Mayor about the trustee selection process, defer to Sept/Oct to accommodate the new municipal CAO.

Annual book sale will take place in November.

12. Informal Round Table

The trustees discussed how many houses they have lived in and which was their favourite.


13. Adjournment

Next scheduled meeting is: Thursday, June 23, 2022 at 6:00 p.m. at the Hanover Raceway.

Moved by Susan Sakal THAT this meeting be adjourned at 7:51 p.m.

CARRIED

Signed:

Secretary 

Chair -- 