



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

January 4, 2022

MEMBERS OF THE BOARD PRESENT:

Kim Bardwell, Lorraine Butson, Michael Corbett, Ana Costa Reis, Zac Gribble, Marianne Hawley, Danielle Ingram, Marthe Jocelyn, Mackenzie Kipfer

REGRETS: Shannon Dyke, Jack Groothuis

MEMBERS OF THE STAFF PRESENT:

Julia Merritt – CEO, Cathy Perreault – Recording Secretary

GUEST: David Mackey

1. **CALL TO ORDER:** The Zoom video conference meeting was called to order by Chair Zac Gribble at 6:31 pm.
2. **CHAIRPERSON'S REMARKS:** Welcome to David Mackey who will be observing the meeting tonight and new board member Ana Costa Reis.
3. **DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:** None.
4. **APPROVAL OF THE AGENDA:**
2022-01 Moved by D. Ingram, seconded by L. Butson to approve the agenda
CARRIED
5. **DELEGATIONS:** None
6. **APPROVAL OF THE MINUTES:**
2022-02 Moved by M. Corbett, seconded by M. Hawley that the minutes of December 7, 2021 be approved.
CARRIED
7. **APPROVAL OF IN CAMERA MINUTES:**
Minutes amended to reflect Kim Bardwell absence from the meeting.



2022-03 Moved by D. Ingram, seconded by L. Butson that the amended minutes of the in camera session of December 7, 2021 be approved.

CARRIED

8. BOARD EDUCATION:

8.1 Board Self-Evaluation Tools: Options for Consideration

After reviewing the options the Board agreed that a combination would be better to reflect our organization and culture. Three components were identified; individual board member self-evaluation, board as a whole evaluation and alignment with strategic plan evaluation. Board members are asked to complete the OLS Individual Board Member Self-Evaluation Tool for general discussion at next meeting.

9. BUSINESS OF THE BOARD:

9.1 Report from SPL Foundation: No update.

9.2 Report from PCIN: No update.

9.3 Report from OLS: No update.

10. CEO REPORTS:

10.1 Monitoring report and statistics:

2022-04 Moved by M. Jocelyn, seconded by L. Butson That the Board reconfirm that the Library hire a human resources consultant to review the current draft of the Staff Manual and that the draft manual with external feedback be presented together to the Board upon completion.

2022-05 Moved by M. Corbett, seconded by M. Hawley to receive the CEO's Monitoring Reports. **CARRIED**

11. CORRESPONDENCE: None



12. **OTHER BUSINESS:**

13. **CONFIRMATION OF DATE AND TIME OF NEXT MEETING:**

Tuesday, February 1, 2022 at 6:30pm

14. **ADJOURNMENT:**

**2022-06 Moved by L. Butson, seconded by D. Ingram that the meeting
adjourn at 7:20 pm.**

CARRIED

Zac Gribble, Chair

Julia Merritt, Secretary