



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

May 3, 2022

MEMBERS OF THE BOARD PRESENT:

Kim Bardwell, Lorraine Butson, Michael Corbett, Ana Costa Reis, Zac Gribble, Jack Groothuis, Danielle Ingram, Mackenzie Kipfer

REGRETS: Marianne Hawley, Marthe Jocelyn

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 6:33 pm.
2. **CHAIRPERSON'S REMARKS:**
3. **DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:** None.
4. **APPROVAL OF THE AGENDA:**
2022-25 Moved by D. Ingram, seconded by L. Butson to approve the agenda.
CARRIED
5. **DELEGATIONS:** None
6. **APPROVAL OF THE MINUTES:**
2022-26 Moved by J. Groothuis, seconded by M. Corbett that the minutes of April 5, 2022 be approved.
CARRIED
7. **BUSINESS ARISING FROM MINUTES:** None.



8. **BOARD EDUCATION:** None

9. **BUSINESS OF THE BOARD:**

9.1 Report from SPL Foundation: CRA has confirmed that the revocation of the Foundation charitable status will be effective May 7, 2022.

9.1.1 CRA and Banking Updates:

2022-27 Moved by J. Groothuis, seconded by D. Ingram that the Stratford Public Library Board direct Libro Credit Union to close the Stratford Public Library Foundation's bank account, and that the funds from the Foundation account be transferred to the Libro account for the Stratford Public Library Board.

CARRIED

9.2 Report from PCIN: Review of minutes.

9.3 Report from OLS: Next meeting to take place in the fall.

10. **CEO REPORTS:**

10.1 Monitoring report and statistics

10.2 Facility Study Contract

2022-24 Moved by L. Butson, seconded by M. Corbett that the SPL Board contract with Lemay to complete the 2022 Facilities Study for SPL in the amount of \$65,250 plus disbursements.

CARRIED

2022-25 Moved by D. Ingram seconded by M. Kipfer to receive the CEO's Monitoring Reports.

CARRIED

11. **CORRESPONDENCE:**

12. **OTHER BUSINESS:**

12.1 Staff manual update: Michael reported that a draft version will be sent to Board members within the next week with a respond by date. Final version for board approval will be presented at June board meeting.



12.2 In camera: Personal information about an identifiable individual.

2022-26 Moved by M. Kipfer, seconded by D. Ingram to move in camera at 7:11 pm. CARRIED

2022-28 Moved by L. Butson, seconded by M. Corbett to move out of camera at 8:06 pm. CARRIED

2022-29 Moved by K. Bardwell, seconded by J. Groothuis to accept decisions presented in camera. CARRIED

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

Tuesday, June 7, 2022 at 6:30pm

14. **ADJOURNMENT:**

2022-30 Moved by L. Butson, seconded by M. Corbett that the meeting adjourn at 8:07 pm.

CARRIED

Zac Gribble, Chair

Julia Merritt, Secretary