

MINUTES

Tuesday September 5, 2023, 6:30pm | Hybrid Meeting



MEMBERS OF THE BOARD PRESENT

Kim Bardwell (zoom), Laurie Brown (zoom), Philip Connolly, Michael Corbett, Mackenzie Kipfer (zoom), Kaitlyn Kochany, David Mackey (zoom), Emma Perin (zoom), Arnab Quadry, Chris Zonneville

REGRETS

Jo-Dee Burbach

MEMBERS OF STAFF PRESENT

Krista Robinson, CEO; Cathy Perreault, Recording Secretary, Jordan Bulbrook, Technology and Operations Manger

1. Call to Order and Land Acknowledgment

The meeting was called to order at the Stratford Public Library by Chair Michael Corbett at 6:30 pm.

2. Chairperson's Remarks

Welcome back and acknowledgment of successful summer programs and stats.

3. Declarations of Pecuniary Interest and the General Nature Thereof

None

4. Approval of the Agenda

2023-44 Moved by C. Zonneville, seconded by M. Kipfer to approve the agenda.
CARRIED

5. Delegations

None

6. Approval of the minutes

2023-45 Moved by K. Kochany, seconded by D. Mackey that the minutes of the meeting of June 6, 2023 be approved.
CARRIED

7. Approval of the in camera minutes

2023-46 Moved A. Quadry, seconded by P. Connolly that the minutes of the in camera meeting of June 6, 2023 be approved.
CARRIED

8. Business arising from the minutes

None

9. Board Education

Postponed to October meeting.

10. Business of the Board

- 10.1. Report from PCIN: Draft June 14 minutes were reviewed. Next meeting will be on September 13th.
- 10.2. Report from OLS: David reported on two upcoming events: OLS Virtual Conference for Boards on September 28th and OLS Board Assembly on November 16th.
- 10.3. Report from City Council: No report.

11. CEO Reports

11.1. Monitoring report and statistics

2023-47 Moved by C. Zonneville, seconded by D. Mackey to accept the CEO Monitoring Reports.
CARRIED

11.2 Library Space Adhoc Committee

2023-48 Moved by C. Zonneville, seconded by K. Kochany to form a Library Space Adhoc Committee consisting of D. Mackey, P. Connolly, K. Kochany. Other members to participate as needed.
CARRIED

11.3 Draft 2024 Operations Budget

2023-49 Moved by C. Zonneville, seconded by L. Brown to approve the draft 2024 Operating Budget as revised.
CARRIED

11.4 Draft 2024 Capital Budget

2023-50 Moved by A. Quadry, seconded by K. Kochany to approve the draft 2024 Capital program expenditures as revised.
CARRIED

11.5 Policy Updates

- 11.5.1 LB 03 Board Job Description
- 11.5.2 LB 04 CEO Job Description
- 11.5.3 LB 05 Delegation of Authority
- 11.5.4 HR 01 Hiring and Management of Employees

2023-51 Moved by C. Zonneville, seconded by A. Quadry to approve the updated policies LB 03, LB 04, LB 05 and HR 01 as presented.
CARRIED



- 11.6 Board Signing Authority for Libro: New signing authorities will be Michael Corbett, Mackenzie Kipfer and Chris Zonneville. Zac Gribble and Marianne Hawley to be removed.



12. Correspondence

None.

13. Other Business

- 13.1. Board Meeting Date discussion: Consideration to changing meeting to 2nd Tuesday of the month for 2024. To be decided at next meeting.

14. Confirmation of Date and Time of Next Meeting

TBD – doodle poll to be sent out.

15. Adjournment

Meeting adjourned at 8:15pm.

Krista Robinson, CEO

Michael Corbett, Chair