**Asphodel-Norwood Library Board**
**Minutes of Meeting March 9, 2017**
**Norwood Branch**

**Mission Statement**

**The Asphodel-Norwood Public Library supports and enriches the community by providing access to resources, programming and opportunities for interactive lifelong learning and leisure**

The Asphodel-Norwood Public Library Board held its regular monthly meeting at the Norwood Branch on Thursday March 9, 2017.

The following Board members were present: Tammy Bennett, Debbie Lynch, Laurie Strawbridge and Paula Warr. Interim CEO/Librarian Lori Burtt was also present.
Regrets from Jenn Kloosterman and Laurie Mulholland.

**Call to Order**

Chairperson Tammy Bennett called the meeting to order at 6:12pm, and reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regards to any matter coming before the Board. There were no declarations.
Tammy asked for a volunteer to record the minutes. Debbie volunteered.

**01.03.17** **Motion**
Moved by Laurie Strawbridge Seconded by Paula Warr
That the Agenda be approved as circulated. cd

**Approval of Minutes**

**02.03.17** **Motion**
Moved by Paula Warr Seconded by Laurie Strawbridge
That the minutes for the Regular Board Meeting held February 9, 2017 be approved as circulated. cd

**Business Arising from the Minutes**

Debbie noted that Ed Walsh replaced the light bulb at the Westwood Branch prior to the "Paint Nite" event.

**Chairpersons Report**

No report at this time

**CEO Report**

- Lori highlighted the need for an annual review of policies regarding the *Occupational Health and Safety Act (OHSA)* re: Workplace Violence and Harassment; and the necessity of Board training re: the changes to the Accessibility Standards concerning customer service under the *AODA.*
- Lori also highlighted the need to Budget (2019/21) for a redesigned website that will meet the legislated requirements regarding website accessibility requirements under the *AODA* which must be complied with by 2021.
- Lori also noted that this is the final year for the Capacity Fund Grant.
- Lori discussed the proposed Norwood Branch Nexicom updates to DSL.

**03.03.17** **Motion**
Moved by Debbie Lynch Seconded by Laurie Strawbridge
That the CEO report be received as circulated. cd

**Committee Reports:**

**Policy** Refer to CEO Report re: required annual review of specified Policies re: the *Occupational Health and Safety Act (OHSA)* re: Workplace Violence and Harassment.

**Personnel** No report

**Property** Light bulb at Westwood Branch replaced by Ed Walsh.

**Finance & Technology**
Review of February and March 2017 Finance Reports. Lori also noted the purchase of iPad Pros from the Capacity Fund Grant.

**04.03.17** **Motion**
Moved by Debbie Lynch Seconded by Paula Warr
That the February, 2017 and March, 2017 Finance Reports be received as circulated.
cd

**New Business**

- Paula raised the issue of a partnership with the Asphodel-Norwood Historical Society to co-host an event with author Millie Morton on May 16 at 7pm at the Millennium Room. The Board members will assist with providing lunch for the event.
- Committee Positions will be reviewed at the next meeting

**05.03.17** **Motion**
Moved by Laurie Strawbridge Seconded by Paula Warr
That the meeting be adjourned at 7:12pm. cd

**Next Meeting**
**Westwood Branch**
**Thursday April 13, 2017**
**6:00pm to 8:00pm**

TK Bennett
Chairperson, Tammy Bennett

D.M.L
Minutes Recorder, Debbie Lynch