Asphodel-Norwood Library Board
Minutes of Meeting September 19, 2019
Norwood Branch

Mission Statement

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

The Asphodel-Norwood Public Library Board held its regular monthly meeting at the Norwood Branch on Thursday, September 19, 2019.

The following Board members were present:
Jane Bryenton, Maggie Brickell, Mary Hay, Patricia Reed, Krista Rutherford. Rodger Bonneau, CEO/Librarian Kris Van Luven was also present.

Regrets: Margaret Dawson

Call to Order

Chairperson Mary Hay called the meeting to order and reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter coming before the Board. There were no declarations.

Approval of Agenda

01.09.19 **Motion**
Moved by Rodger Bonneau Seconded by Patricia Reed
That the Agenda be approved as circulated.
cd

Approval of Minutes

02.09.19 **Motion**
Moved by Rodger Bonneau Seconded by Patricia Reed
That the minutes for the Regular Board Meeting held June 20,2019 be approved.
Cd

Business Arising from the Minutes

Accessibility training for Board Members is nearly complete. All remaining certificates to be given to CEO Kris Van Luven.

Policies reviewed at the June meeting were considered with the following results:
Policy GOV – 01 amended, recommended for approval.
Policy GOV – 02 - deferred
Policy GOV - 04 amended, recommended for approval
Rental policy – deferred

03:09:19 **Motion**
Moved by: Rodger Bonneau Seconded by: Patricia Reed
That policies GOV – 01 and GOV – 04 be adopted as amended.
cd

CEO Report

CEO/Librarian Kris van Luven highlighted her report and presented her quarterly report.

Kris reported the AC quotes for Westwood were double the expected cost. Greg is to follow up with Marc Findley for a third quote.

It was reported that the week of October 1st (weather permitting) the ramp at Westwood will be unavailable, due to concrete repairs on the wall of the building.

Kris reported we have lost the Zumba rental at Westwood Branch and that Prudence Cameron Jordon is investigating offering a self defence class to fill the space.

On October 8, 2019 all Librarians will be away at a JASI training workshop, and there is a need to find a Librarian to cover hours at Norwood in late afternoon.

04.09.19 **Motion**

Moved by: Maggie Brickell Seconded by: Krista Rutherford

That the CEO/Librarian Kris Van Luven arrange for staff coverage on October 8, 2019. If none is available, CEO is directed to post a change in library hours.

Cd

05.09.19 **Motion**

Moved by Patricia Reed Seconded by Krista Rutherford

That the CEO Report be received.

Cd

Review of Organizational Positions:

Tammy Bennett, Vice Chair. has submitted her resignation. Council will advise as to whether or not we will require a new board member. Appointment of Vice Chair was deferred until the October meeting.

Discussion about committee vacancies resulted in the following committee membership:

Policy	Krista Rutherford and Patricia Reed
Personnel	Jane Bryenton and Rodger Bonneau
Property	Maggie Brickell
Finance	Margaret Dawson and Patricia Reed
Technology	Maggie Brickell

The need for a board member to volunteer as Trustee Council Representative was identified. Jane Bryenton volunteered to fill position.

Strategic Plan:

The results of the "open hours survey" were presented by the CEO/Librarian. A copy of the summary will be sent to board members for perusal.

Meeting dates and time:

It was agreed that the regular board meeting time be moved to the second Monday of the month, at 6:30 p.m., unless it conflicts with a statutory holiday, then it would be moved to the third Monday of the month.

Committee Reports

Finance:

Mary Hay reviewed statements to August 30th as distributed.

Policy: None

Property None

Technology: None

Personnel:

06.09.19 **Motion**

Moved by Rodger Bonneau Seconded by Krista Rutherford

That the Board move to closed session at 8:25 p.m

Cd

The Board came out of closed session at 8:30 p.m.

07.09.19 **Motion**

Moved by: Patricia Reed Seconded by: Maggie Brickell

That the direction given in the closed session be followed.

Cd

08.09.19 **Motion**

Moved by Rodger Bonneau Seconded by Maggie Brickell

That the Committee Reports be received.

cd

Adjournment

09.09.19 **Motion**

Moved by Maggie Brickell

That the meeting be declared adjourned.

cd

Next Regular Board Meeting

Monday, October 21, 2019

Westwood Branch, 6:30 – 8:30 p.m.

Mary Hay

Chairperson, Mary Hay

Jane Bryenton

Recording Secretary, Jane Bryenton