



**MISSION STATEMENT**

The Asphodel-Norwood Public Library supports and enriches the community by being a welcoming and inclusive gathering place that provides access to resources, programming, and interactive lifelong learning and leisure opportunities.

**The Asphodel-Norwood Public Library (ANPL) Board convened a meeting on June 12, 2023 at the ANPL Norwood Branch with the following persons in attendance:**

- Deputy Mayor Burt
- Patricia Reed, CEO/Librarian
- Krista Rutherford
- Ashley Calder
- Linda Cardwell
- Glenda Johnson
- Tori Verkuyl

**Regrets**

- Gloria Fernandes

**Call to Order**

ANPL Board Chair Krista Rutherford called the meeting to order at 7:00 p.m.

**Land Acknowledgement**

ANPL Board Chair Krista Rutherford recited the land acknowledgement.

**Declaration of Pecuniary Interest**

ANPL Board Chair Krista Rutherford reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter arising on the agenda.

No declarations were made.

**ANPL Board  
MEETING MINUTES  
June 12, 2023**

**Approval of the Agenda**

- 05.01.23 Moved by: Linda Cardwell  
Seconded by: Deputy Mayor Burt  
"That the meeting agenda for June 12, 2023 be approved as presented."  
Carried

**Approval of the Minutes  
Meeting Minutes of May 8, 2023**

- 05.02.23 Moved by: Ashley Calder  
Seconded by: Glenda Johnson  
"That the minutes for the regular Board meeting held May 8, 2023 be approved as presented."  
Carried

**Business Arising from the Minutes**

- CEO/ Librarian Patricia Reed provided a progress update on the 2021-2024 Strategic Plan.

- 05.03.23 Moved by: Linda Cardwell  
Seconded by: Ashley Calder  
"That the Strategic Plan update be received for information."  
Carried

- Library Board WSIB Coverage  
CEO/Librarian Patricia Reed notified the board that we are awaiting further clarification.  
Item Deferred

**Reports**

- CEO/ Librarian Patricia Reed highlighted CEO Report dated June 2023.

- 05.04.23 Moved by: Deputy Mayor Burt  
Seconded by: Glenda Johnson  
"That CEO Report June 2023 be received for information."  
Carried

**ANPL Board  
MEETING MINUTES  
June 12, 2023**

- CEO/Librarian Patricia Reed highlighted Financial Report-Budget vs Actual May 2023.

05.05.23 Moved by: Ashley Calder  
Seconded by: Linda Cardwell  
"That Financial Report-Budget vs Actual May 2023 be received for information."  
Carried

**Presentations**  
None.

**Correspondence**  
None.

**General Business**

- Program Feedback Survey Results  
CEO/Librarian Patricia Reed presented the Program Feedback Survey Results for the Paint Along fundraisers in partnership with Sweetheart's Bakery and Feel Good Fridays.  
Information Only

- Trent University – Laptop Donation  
CEO/Librarian Patricia Reed shared that Trent University made a donation to ANPL of four surplus laptops which will be used to enhance programming opportunities.  
Information Only

- Board Member Volunteer Opportunities  
CEO/Librarian Patricia Reed presented to Board Members the following up-and-coming Volunteer Opportunities for Board Members:
  - Showcase Asphodel Norwood
  - October 28 Halloween Event Westwood
  - Santa Claus ParadeInformation Only

- BL-01 Procedural By Law. 2023 DRAFT  
CEO/Librarian Patricia Reed presented the draft BL-01 Procedural By-Law.

05.06.23 Moved by: Deputy Mayor Burt  
Seconded by: Ashley Calder  
"That the BL-01 Procedural By Law be approved with revisions as discussed."  
Carried

**ANPL Board  
MEETING MINUTES  
June 12, 2023**

- 2023 OLS Virtual Conference  
CEO/Librarian Patricia Reed requested both branches be closed on Wednesday, September 27<sup>th</sup>, 2023 so staff can attend the 2023 OLS Virtual Conference.

05.07.23 Moved by: Linda Cardwell  
Seconded by: Ashley Calder  
"That both branches of the ANPL be closed on September 27<sup>th</sup>, 2023 for staff attendance of the 2023 OLS Virtual Conference ."  
Carried

- CEO/Librarian Vacation Request  
CEO/Librarian Patricia Reed presented to the Board her Vacation Request.

05.08.23 Moved by: Tori Verkuyl  
Seconded by: Ashley Calder  
"That CEO/Librarian Patricia Reed's Vacation Request be approved as presented."  
Carried

**Closed Session**

05.09.23 Moved by: Glenda Johnson  
Seconded by: Deputy Mayor Burt  
"That the Board move into Closed Session at 8:15 p.m. as per the Public Libraries Act Section 16.1 (4) (b) personal matters about an identifiable individual."  
Carried

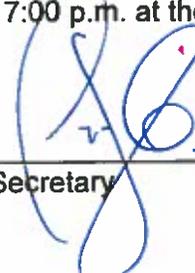
The Board Meeting resumed in Open Session at 8:21 p.m.

05.14.23 Moved by: Glenda Johnson  
Seconded by: Deputy Mayor Burt  
"That the Board agrees to direct the implementations of the decisions made in the closed session."  
Carried

**Adjournment**

05.15.23 Moved by: Linda Cardwell  
Seconded by: Deputy Mayor Burt  
"That the ANPL Board meeting held June 12, 2023 be adjourned at 8:45 p.m. with a regular meeting to be held September 11, 2023, 7:00 p.m. at the Westwood Branch, or at the call of the Chair."  
Carried

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary

Tori Verkuyl