

A meeting of the Chatham-Kent Public Library Board was held via SKYPE at 5:00 p.m. on Tuesday, February 23, 2021.

Board:

Linda Campbell
Cecilia Mackey
Councillor Finn

Councillor Latimer
Margaret Young
Councillor Pinsonneault

Robert Clarke
Kate do Forno

Regrets:

Fannie Vavoulis

Kristen Carter

Councillor Authier

Staff:

Tania Sharpe
Cassey Beauvais

Sarah Hart Coatsworth
April Rietdyk

Heidi Wyma
Kim Lachine-Caron

Guests:

Councillor Trevor Thompson
Joyce Vidler (Chief Volunteer, Erieau Deposit)
Catherine Fitzgerald (Director, Information Technology and Transformation)

1. Administration

A. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Tania Sharpe assumed the position of the Chair so that the Election of Officers could be held.

Chatham-Kent Public Library Board Annual General Meeting for 2021:

Election of Officers for 2020 – Tania Sharpe opened the floor for nominations for the position of Chair.

Kate do Forno nominated Linda Campbell for the position of Chair. Linda Campbell accepted the nomination.

Motion: That the nominations for Chair be closed.

R. Clarke / Councillor Latimer

Carried.

There being no other nominations, Linda Campbell was acclaimed as Chair.

Nominations for the position of Vice-Chair were opened.

Linda Campbell nominated Kate do Forno for position of Vice-Chair. Kate do Forno accepted the nomination.

Motion: That the nominations for Vice-Chair be closed.
Councillor Latimer / Councillor Pinsonneault Carried.

There being no other nominations, Kate do Forno was acclaimed as Vice-Chair.

Appointments to Committees:

SOLS Trustee Council Representative: Kristen Carter

Ridgetown Friends Representative: Councillor Pinsonneault

FOPL Board Representatives: Tania Sharpe / Linda Campbell

Appointments were made on a volunteer basis to the following Board committees:

Policy Committee:

Linda Campbell, Kate do Forno, Cecilia Mackey, Margaret Young, Robert Clarke

Budget Committee:

Robert Clarke, Kate do Forno, Linda Campbell

Strategic Planning / Fundraising Committee:

Kristen Carter, Linda Campbell, Councillor Authier, Councillor Finn, Councillor Latimer

Evaluation Committee:

Margaret Young, Fannie Vavoulis, Councillor Authier, Linda Campbell

Motion: That the Chatham-Kent Public Library Board approve the Committee appointments.
Councillor Latimer / R. Clarke Carried.

Linda Campbell assumed the Chair and the regular meeting resumed.

B. Chair's Remarks

Linda wished everyone a Happy New Year and acknowledged that 2020 was definitely a challenge. She thanked the Library Admin team and all the staff for meeting the changing challenges head-on. She also thanked Robert Clarke for his work on the letter sent by the CKPL Board to CK Council.

C. Approval of the Agenda

Motion: That the agenda be approved.
Councillor Latimer / M. Young.

Carried.

D. Minutes of Previous Meeting

Motion: That the minutes of the Chatham-Kent Public Library Board
SKYPE meeting of December 15, 2020 be approved.
R. Clarke / Councillor Pinsonneault

Carried.

E. New Business

None.

F. Closed Session

None.

G. Business Arising from the Minutes

None.

H. Presentations

None.

2. Strategic Discussion

I. Committee Reports

H-1 Ridgetown Friends – No meeting held.

H-2 Policy Committee – No meeting held.

H-3 Evaluation Committee – No meeting held.

H-4 Strategic Planning Committee – No meeting held.

H-5 Fundraising Committee – No meeting held.

H-6 Budget Committee – No meeting held.

J. New Business

I-1 Report re: Hoopla 2.0

Motion: That the Chatham-Kent Public Library Board receive for information the report on Hoopla 2.0.
K. do Forno / Councillor Finn Carried.

I-2 Report re: Trust Fund Interest for 2021

Motion: That the Chatham-Kent Public Library Board receive for information the report on Trust Fund Interest for 2021.
R. Clarke / C. Mackey Carried.

I-3 Report re: Marketing Initiatives for 2021

Motion: That the Chatham-Kent Public Library Board receive for information the report on Marketing Initiatives for 2021.
Councillor Latimer / Councillor Pinsonneault Carried.

I-4 Report re: Borrowers Report for 2020

Motion: That the Chatham-Kent Public Library Board receive for information the Borrowers Report for 2020.
R. Clarke / Councillor Finn Carried.

I-5 Report re: 2020 Fourth Quarter Performance Metrics

Motion: That the Chatham-Kent Public Library Board receive for information the 2020 Fourth Quarter Performance Metrics report.
Councillor Latimer / Councillor Pinsonneault Carried.

I-6 Verbal Report re: Update on RFID Proposal

This is a project (pending grant funding) to provide RFID – security gates, people counters, touchless self-checkout and cashless transactions. The grant was submitted in early January with a recent follow-up and successful resubmission under a different category (retrofit, repairs, upgrades).

Motion: That the Chatham-Kent Public Library Board receive for information the Update on the RFID Proposal verbal report.
Councillor Latimer / C. Mackey Carried.

I-7 Verbal Report re: Update on 2021 Budget

All items requested by CKPL for the 2021 Budget were approved. This includes inflationary increases, increased costs and one-time costs.

Motion: That the Chatham-Kent Public Library Board receive for information the verbal report on the 2021 Budget Update.
Councillor Pinsonneault / Councillor Latimer Carried.

K. Board Professional Development

None.

3. Consent Agenda

Motion: That the Chatham-Kent Public Library Board approve all items on the Consent Agenda.
K. do Forno / C. Mackey Carried.

4. Other

M. New Business

M-1 Strategic Discussion re: Erieau Book Deposit

Tania presented a history of the Erieau Book Deposit to the Board. Since the new facility was built in 2009, CKPL has honoured its commitments to the Deposit as stated in the Service Agreement / Terms of Reference.

The Municipality of Chatham-Kent is continuing to provide public internet access.

Chief Volunteer, Joyce Vidler, and Tania Sharpe agreed that they would review the Terms of Reference again and clearly state ways in which the volunteer group is able to obtain computer assistance going forward.

N. Other Business

N-1 Next Meeting

The next meeting will be held on Tuesday, March 23, 2021 at 5:00 pm via SKYPE.

O. Adjournment

Motion: That the meeting adjourn.
Councillor Pinsonneault / Councillor Latimer Carried.

There being no further business, the meeting adjourned at 6:15 pm.