

**1) Call to Order**

Board Chair Aruna Brennan called the meeting to order at 7:01pm with the following Board Members present: Martin Stout, Bob Sleep, Bob Robinson, Steven Clark. Administration: Laura Winton, Director. Members absent: Dan McIsaac.

**2) Adoption of Agenda**

**MOVED** by Bob Robinson that the Sept 13, 2021 Board Meeting Agenda be as presented with a modification to the time to 7:00pm and no end time listed.

**Carried**

**3) Citizens Present – none.**

**4) Adoption of Minutes**

**MOVED** by Martin Stout that the June 14, 2021 Board Meeting Minutes be approved as presented.

**Carried**

**5) Items for Approval**

- a. Item 1 – RFD Truth and Reconciliation Day, September 30, 2021
  - i. Attachment 1 – Policy A-01 Human Resource Policy with amendments

**MOVED** by Bob Sleep that the Library Board establishes the National Day for Truth and Reconciliation as a statutory holiday for the Bibliothèque de Beaumont Library and amends Policy A-01 to include the National Day for Truth and Reconciliation in Section 7.20, Holidays.

**Carried**

- b. Item 2 - RFD Organizational Review Implementation Plan tabled until later in the agenda.
- c. Item 3 – RFD 2020 Audit and 2021 Provincial Grant Application Approval
  - i. Attachment 1 – 2021 Provincial Grant Application with Financial Statements

**MOVED** by Martin Stout that the Library Board approves the 2020 Financial Statements and Audit as submitted by Grant Thornton LLP

**MOVED** by Steven Clark that the Library Board approves the 2021 Application for Financial Assistance for Municipal and Intermunicipal Library Boards

**Carried**

- d. Item 4 – RFD Municipal Library Board Bylaw Amendments
  - i. Attachment 1 – Municipal Library Board Bylaw 946-19 with Amendments

Approval of amendments tabled until PLSB responds to Board question regarding Alternate Council Member: Does the appointment of an “alternate” council member who only attends meetings when the appointed council representative is absent align with the requirements of the Library Act?

- e. Item 5 – RFD Library Design Scope Confirmation Report
  - i. Attachment 1 – Scope Confirmation Report

**MOVED** by Bob Robinson that the Board approves the Scope Confirmation Report as amended by the Board and submitted by Reimagine Architects and accepts it as a reasonable scope of design for the Library Design project to be used as a basis for further design.

**Carried**

- f. Item 6 – Library Design Project Progress Update

**MOVED** by Martin Stout that the Board approves the expenditure of \$6300 from the Library’s Operational Surplus of \$30,000 to complete geotechnical investigations if required.

**Carried**

## 6) Items for Information

- a. Item 7 – Strategic Planning Project Update

Director provided a summary of project progress and upcoming work as per briefing note.

- b. Item 8 – Operational Update
  - i. Attachment 1 – YTD Budget Summary Sheet, Sept 2021

Director provided an update on operations and budget YTD and anticipated YE as per briefing note and budget summary attachment.

- ii. Attachment 2 – Friends of the Library Meeting Minutes, Sep 8, 2021

Board will revisit allowing events involving alcohol/food that would not allow for masking at the next board meeting based on current COVID-19 situation at that time.



- c. Item 9 – YRL Update, Bob Robinson

Bob Robinson reported on YRL executive meeting held on July 13, 2021. YRL's 2022 budget was approved. Strategic Planning continues and Bob will be able to bring some of the YRL strategic plan information to our Strategic Planning

**7) Items for Discussion**

- a. Item 10 – Recruitment of new Board Members, Aruna Brennan

Board members Ariel Stanners and Honey Pell resigned over the summer. City Clerk informed Board Chair that new appointments will not be possible until after the municipal election. Director to clarify timelines.

**MOVED** by Aruna Brennan that the Board recognizes past Board member's service with a token of appreciation up to the amount of \$100 per member.

- 5b)** Item 2 – RFD Organizational Review Implementation Plan
  - i. Attachment 1 – Organizational Review Final Report, Dr. Margaret Law
  - ii. Attachment 2 – Organizational Review Workplan 2021-2023
  - iii. Attachment 3 – Draft Organizational Structure Chart

**MOVED** by Martin Stout that the Library Board adopts all recommendations of the Organizational Review Final Report by Dr. Margaret Law.

**Carried**

**MOVED** by Aruna Brennan that the Library Board approves the Organizational Review Implementation Plan submitted by the Library Director.

**Carried**

**MOVED** by Bob Sleep that the Library Board approves the creation of 3 new permanent staff positions: Manager, Patron Services and Circulation; Manager, Programming; Manager, Collections and Bibliographic Services.

**Carried**

**MOVED** by Bob Robinson that the Library Board approves the creation of a 3-year terms position: Technology and Digital Literacy Coordinator.

**Carried**

- 8) Correspondence** – none.

- 9) Adjournment**



Board Chair Aruna Brennan declared the meeting adjourned at 8:36pm.

*Aruna Brennan*

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Board Chair

**NEXT MEETING – October 11, 2021**

