

West Grey Public Library Board Meeting Minutes

December 9, 2020

West Grey Public Library - Virtual

Present: Malcolm Beddoe, Stephen Townsend, Les Bridgen, Beth Hamilton, Elizabeth Murray, Boyde Colwell, Kim Storz, CEO

Regrets: Doug Hutchinson, Michele Humphrey

Call to Order

The Chair called the meeting to order at 7:05 pm

**Moved by Beth Hamilton and seconded by Elizabeth Murray it hereby be resolved that the West Grey Public Library Board approve the agenda as amended.
Motion carried.**

Declaration of Pecuniary Interest or Conflict of Interest

It is recorded that there were no declarations of pecuniary or conflict of interest or the general nature thereof.

Delegation – N/A

Consent Agenda

- a. Adopt previous minutes– November 11, 2020 and November 18, 2020
- b. Accounts Payable – November 2020 \$9,242.83

**Moved by Stephen Townsend and seconded by Boyde Colwell it hereby be resolved the West Grey Public Library Board adopt items A and B on the consent agenda.
Carried.**

Correspondence if any – N/A

Librarian's Report

Discussion held regarding Phase 3 - Open Stacks procedure and public entry to the library buildings.

Update procedure to include the following:

- Staff to be at the door
- Covid questions will be asked
- Contact tracing taken and kept for 30 days
- 1 hr limit in the building
- Mask must be worn at all times
- Police should be called if public isn't following policy or leaving when asked.

**Moved by Stephen Townsend and seconded by Les Bridgen THAT Phase 3 – Open Stacks procedure be revised to be more stringent as per the discussion above.
Motion Carried**

Matters arising from the minutes

2021 Budget

- Prepare PowerPoint from notes on budget to present to Council.
- Discussion held regarding Elmwood Resource Centre and the level of service

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Moved by Stephen Townsend and seconded by Boyde Colwell THAT the 2021 budget as distributed be approved with the changes adding two months of operating cost of Elmwood Resource Centre.

Motion Carried unanimously

Moved by Stephen Townsend and seconded by Boyde Colwell THAT the West Grey Public Library Board has made the decision to no longer maintain a physical library building but will continue to provide library services virtually and an in-person service via the Bruce County Public Library.

Carried unanimously.

Moved by Beth Hamilton and seconded by Liz Murray THAT the West Grey Public Library Board will host a virtual meeting to discuss the provisions of library services in Elmwood, and that letter will be drafted and sent to West Grey Council regarding this decision.

Carried unanimously

Discussion was held regarding the virtual meeting relating to the service at the Elmwood Resource Centre.

Plan to have the meeting on January 20th at 7pm.

Other Business:

MOUs

- Sample MOUs were shown from other library systems.
- Use Blue Mountains MOU as guidance to fit to our situation.

Moved by Beth Hamilton and seconded by Boyde Colwell THAT the CEO is directed to modify the Blue Mountains MOU and bring it back to the Board for review.

Carried

Christmas hours

Changes have been made to the Christmas hours for Ayton and Durham.

Policies

Moved by Beth Hamilton and seconded by Les Bridgen THAT policies OP-01, OP-02, OP-03 and OP-17 be approved as amended.

Carried

OP-27 get answers to a few questions and make changes for review by Board.

Board Chair Malcolm Beddoe to contact Mayor Robinson regarding:

Development charges

Letter regarding changes to services in Elmwood

Service review (service and staffing levels)

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MOU
Budget

Training

Board to take the ½ hour online training session – Unconscious Bias at the January meeting.

Next Meeting The next budget meeting of the West Grey Public Library Board will be held via Zoom on January 13, 2021 at 7 pm

Adjournment: Motion to adjourn at 9:57 pm moved by Beth Hamilton

Chair

Date