

BUSINESS ARISING FROM FINANCIAL REPORTS:

No actions required.

COMMITTEE REPORTS:

1. Finance/Personnel Committee

J. Klein reported that the committee will be scheduling a performance review of the CEO..

2. Fundraising/Advocacy Committee

R. Labossiere reported that the committee met on February 20, 2018.

3. Policy/Planning Committee

*L. Martin reported that the committee met on February 19, 2018 to discuss revisions to policies **B09 – Conduct in the Library and C05 – Benefits and Mandatory Leave.***

CEO's REPORT:

The CEO's report was received.

BUSINESS ARISING FROM THE CEO's REPORT:

The board directed the CEO to revise the CEO's Report from January to include attendance at the January 18th, 2018 Management Meeting of the Municipality of Sioux Lookout.

OLD BUSINESS:

1. Updated library policies: A02 – Constitutions and By-Laws, A03 – Facilities, and C07 – Job Descriptions. M. Lavery provided a brief review of changes made to these policies.
2. Signing authority granted to Assistant/Children's Librarian. M. Lavery ensured that all board members were aware that the Assistant/ Children's Librarian was granted signing authority.
3. Approving 2018 Operating Budget.

Board directed CEO to send a revised 2018 Draft Operating Budget to the Finance/Personnel Committee and arrange a meeting of this committee.

NEW BUSINESS:

1. Board members signing and returning Declaration of Compliance with Conduct Guidelines by a Volunteer Serving on a Municipality of Sioux Lookout Board, Commission, or Committee form. Board members were reminded to sign their forms and/or arrange to meet with the CEO to review the documents provided by the Municipality of Sioux Lookout.
2. A. Wassink. Report on attending the 2018 Ontario Library Association Super Conference in Toronto, ON. A. Wassink was not available to attend the board meeting as she was delivering a library program; she will present her report at the March 27, 2018 meeting.

3. Review of Policies B09 – Conduct in the Library and C05 – Benefits and Mandatory Leave.

Motion #12-18

Moved by L. Martin, seconded by R. Labossiere that the Sioux Lookout Public Library Board approves the changes made to **Policy B09 – Conduct in the Library.**

CARRIED.

Motion #13-18

Moved by R. Labossiere, seconded by S. Forbes that the Sioux Lookout Public Library Board approves the changes made to **Policy C05 – Benefits and Mandatory Leave.**

CARRIED.

- 4. M. Lavery. Using funds in savings account to purchase new furniture. M. Lavery requested that discussion of this item be deferred to the March 27, 2018 board meeting.
- 5. Strategic planning – Staff and Board survey. M.Lavery reported that some board members had not completed the survey; once the results of the survey are compiled they will be forwarded to staff at Ontario Library Services North.

CIRCULATION REPORTS/CMR STATS:

Circulation and Internet use statistics were distributed and reviewed.

DATE AND TIME OF NEXT MEETING:

The next meeting of the Sioux Lookout Public Library Board will be Tuesday, March 27, 2018 at 5:30 p.m. in the Community Media Room of the library.

Motion #14-18

Moved by R. Labossiere, seconded by L. Martin that we do now adjourn at 7:14 p.m.

CARRIED.

.....Chairperson

.....Secretary/Treasurer

Signed copy on file.