

# West Grey Public Library Board Minutes

October 13, 2021

West Grey Public Library - Virtual

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

Absent:

## Call to Order

The Chair called the meeting to order at 7:04 pm

**Moved by Stephen Townsend and seconded by Boyde Colwell 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

None.

## Consent Agenda

- a. Adopt previous minutes– September 2021
- b. Accounts Payable –September 2021

**Moved by Beth Hamilton and seconded by Elizabeth Murray it hereby be resolved the West Grey Public Library Board adopt items A and B on the consent agenda. Motion carried.**

**Librarian's Report-** CEO presented report to Board.

Fine- free policy is being drafted

Time capsule event cancelled due to patron demand for vaccine passports

Policies need to be drafted around double vaccination for participation in programming

**Moved by Beth Hamilton and seconded by Stephen Townsend that CEO draft a COVID-19 vaccination policy for staff, WGPL Board members and volunteers according to Grey Bruce Public Health Unit recommendations.**

**Motion carried.**

Lamination service was well received. Lamination machines were replaced due to wear.

**Moved by Elizabeth Murray and seconded by Stephen Townsend to receive the Librarian's Report for September 2021.**

**Motion carried.**

**Correspondence – Grey Highlands service contract.**

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**Moved by Beth Hamilton and seconded by Elizabeth Murray that Grey Highlands service contract be deferred to November 2021.**

**Motion carried.**

## **Matters arising from the Minutes-**

2022 Budget- Discussion around increases in budget lines. CEO to present WGPL successes and growth of the service over last ten years.

Other budget options: Option B includes a 30 hours per week position which would have a tech focus; Option C would be a Supervisor/ Lead Hand position in CEO's absence and would be a 30 hours per week position

**Moved by Stephen Townsend and seconded by Boyde Colwell that CEO create a budget with a full-time position instead of a part time position and submit a copy of the completed document to the WGPL Board at the same time as the document is submitted to WG Council.**

Friendly amendment to remove and submit a copy of the completed document to the WGPL Board at the same time as the document is submitted to WG Council. **Amendment carried.**

**Moved by Beth Hamilton and seconded by Elizabeth Murray that a Zoom Meeting be held on October 26, 2021, at 8 pm to vote on the revised budget.**

**Motion carried.**

**Staff Recognition** – October 19 a special food treat will be dropped off from the Board.  
October 21 Work Anniversary gifts will be presented

## **Report from Council members**

Council will recognize Library Week

## **Other business:**

**Minute-taker position-** Elizabeth Murray has agreed to take the position

**Library Hours-** Patrons are requesting that hours be extended to include weekends and evenings in Durham. Branch will open for 4 hours on Saturdays.

**Board Assembly Meeting** November 10, 2021

**Workplace Violence and Harassment Policy-** Policy Committee will review

**Diversity and Inclusion webinar**

**Time Capsule** – Is on display for the public

**Next Meeting: November 10, 2021, at 7pm via ZOOM**

**Adjournment:** Motion to adjourn at 9:27pm moved by Elizabeth Murray.

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Chair

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Date