

Monday, June 26, 2017
Buell St. Room, Brockville Public Library

1. CALL TO ORDER: 5:00 p.m.

PRESENT: Board Members: N. Bowman, J. Cullen, C. Quick, R. Sands, C. TeKamp, L. Wales, M. Wicklum. Staff: L. Chadwick, E. Farrell.
Regrets: C. Hannah.

2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):

Welcome to Emily Farrell, the new CEO of the Library. The Board expressed gratitude to St. John Ambulance for the use of meeting space for the CEO interview process. N. Bowman will send a thank you note on behalf of the Library Board. N. Bowman highlighted an email from the Federation of Ontario Public Libraries and the Ontario Library Association announcing the 2018 Ontario Public Library Week theme and graphics.

3. APPROVAL OF THE AGENDA

Moved by J. Cullen and seconded by R. Sands. Carried.

4. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST: None.

5. CONSENT AGENDA:

- a. May Board minutes.
- b. May financial report and statistics.
- c. May/June CEO report.

Moved by C. TeKamp and seconded by C. Quick..." That the Brockville Public Library Board accepts the consent agenda which includes the May Board minutes, May statistics, May financial report and the May/June CEO report." Carried.

6. FOR DISCUSSION/DECISION

- a. CEO announcement:
Emily Farrell is the new CEO of the Brockville Public Library. Her full-time responsibilities begin on August 1, 2017.
- b. CEO transition plan:
Throughout July, there are eight (8) days scheduled with L. Chadwick for orientation.
- c. Signing authorities:
Moved by M. Wicklum and seconded by C. Quick "That the Brockville Public Library appoints the signing officers as Nancy Bowman (Chair), L. Wales (Vice-Chair), Rick Sands (Treasurer), Chuck Quick (Trustee), and Emily Farrell (CEO) effective August 1, 2017." Carried.
- d. CEO updated performance appraisal:
Work is on-going. N. Bowman and C. TeKamp will be the CEO performance review team for 2017.

- e. City mobile phone plan:
Following discussion, L. Chadwick will contact the City to answer a few procedural questions. Decision and motion deferred to the next Board meeting.
- f. Budget 2018:
A Board meeting will be held on Tuesday, July 11, 2017 to discuss the 2018 operating budget. E. Farrell and L. Chadwick will prepare draft budget documents.
- g. Board meeting dates:
Deferred to the next Board meeting.

7. FOR EXPLORATON

- a. Advocacy: sharing|promoting|celebrating BPL:
The Library received a donation towards one of our strategic goals - transforming spaces. C. Quick attended the Island Breakfast.

8. ITEMS FOR NEXT AGENDA

- a. City mobile phone plan.
- b. Board meeting dates and time.
- c. Budget 2018.

9. PRIVATE SESSION

Moved to private session by M. Wicklum at 5:46 p.m. to discuss personal matters. Moved out of private session at 6:16 p.m. by C. TeKamp.

10. MEETING EVALUATION: Completed.

11. ADJOURNMENT: Moved by R. Sands at 6:20 p.m.

NEXT MEETING: Tuesday, July 11, 2017 at 3:15 p.m. at the Library – George Street Room.