



# Brockville Public Library

## **Brockville Library Board Meeting 24 February 2025**

The meeting was called to order at 5:35 p.m. in the meeting room of the Brockville Public Library.

Present: Margaret Wicklum, Chair

Luanne Rayvals, Vice-Chair

Matt Wren, Mayor of Brockville

Jane Fullarton, Councillor

Katherine Hobbs, Councillor

Cameron Wales, Trustee (joined in-person midway after being present on Zoom)

Laura Julien, Acting CEO

Present on Zoom:

Lindsay Pennell, Trustee

Linda Chadwick, Consultant

Sheena Earl, City Clerk

Regrets:

Chuck Quick, Trustee

Kate McKinnon, Trustee

1. Call to order
2. Land Acknowledgement
3. Approval of Agenda

Moved by Jane Fullarton, seconded by Matt Wren to approve the agenda. Carried.

4. Introduction of Sheena Earl

Sheena Earl, City Clerk gave a brief presentation on Robert's Rules of Order

5. Declaration of Conflict of Interest

No conflicts were declared.

6. Consent Agenda
  - a. Approval of Board Minutes from January 30, 2024.

Moved by Jane Fullarton and seconded by Matt Wren to approve the board minutes from January 30, 2024 as amended. Carried.

- b. Acting CEO Report

Moved by Jane Fullarton and seconded by Lindsay Pennell that as long as there are not costs to the library board, we can allow the proposed jazz performances at the library to go forward. Carried.

7. Chair Update

8. In-Camera Session

Moved by Jane Fullarton and seconded by Lindsay Pennell that the Board move in camera to discuss matters regarding an identifiable individual and the security of the property of the library. Carried.

Moved by Cameron Wales and seconded by Jane Fullarton to rise and report that all motions adopted in closed session be adopted. Carried.

9. Budget

Moved by Cameron Wales and seconded by Katherine Hobbs that the Brockville Public Library Board approves a suspension of the full-time staff 10-day vacation carry-forward option HR Policy 13-17 for a period of 2 years effective immediately.

Moved by Jane Fullarton and seconded by Katherine Hobbs to amend the motion to read: that the Brockville Public Library Board approves a suspension of the full-time staff 10-day vacation carry-forward option HR Policy 13-17 effective immediately. Carried.

Moved by Jane Fullarton and seconded by Luanne Rayvals that the Brockville Public Library Board approves a revision to the part-time annual health leave HR policy 13-13, to be based on a pro-rated full-time equivalent calculation, effective immediately. Carried.

Moved by Cameron Wales and seconded by Jane Fullarton that the Brockville Public Library Board approves 36 open, public library hours effective April 1st, 2025. Supported by policy HR 13-12. Carried.

Moved by Jane Fullarton and seconded by Luanne Rayvals that the Brockville Public Library approves the 2025 Operating Budget as presented. Carried.

Moved by Cameron Wales that the meeting be adjourned at 9:25 p.m.