

Burk's Falls, Armour & Ryerson Union Public Library

Our Vision

Access to knowledge for all

Our Mission

The Burk's Falls, Armour & Ryerson Union Public Library is a dynamic organization that provides innovative programming and information, in a variety of formats, for the continuing well-being of our community.

Minutes of the Board of Trustees Virtual Meeting (due to COVID-19 pandemic restrictions)

June 17, 2020

Present were:	Board Chair:	Kate England
	Board Trustees:	Bev Abbott Jennifer Furtney Sue Morgan Werner Mueller Jarv Osborne Delynn Patterson

Regrets:	Rod Blakelock Penny Robb
-----------------	-----------------------------

Also attending:	CEO: Nieves Guijarro
------------------------	----------------------

1	Call to order	With a quorum present, the meeting was called to order at 1:00 p.m.
----------	----------------------	---

2	Approval of Meeting Agenda	MOTION 219/20 IT WAS MOVED BY: S. Morgan AND SECONDED BY: J. Furtney
----------	-----------------------------------	--

That the Meeting Agenda of the Board of Trustees of June 17, 2020 be accepted as presented

CARRIED

3	Declaration of conflict of interest	none
----------	--	------

4	Approval of consent Agenda	MOTION 220/20 IT WAS MOVED BY: D. Patterson AND SECONDED BY: J. Furtney
----------	-----------------------------------	---

That the consent agenda of the Board of Trustees meeting of June 17, 2020 be approved

- a) Resolution to accept the minutes of **April 15th 2020**
- b) The minutes of the Library Board Planning Committee Special Meeting of May 13th, 2020
- c) Resolution to accept the **May 2020** Financial Report
- d) Resolution to accept the CEO's Report of June 2020

CARRIED

5 Business arising from the minutes

- Library received the revised insurance bill from the Village of Burk's Falls
-2019 Audit Report was received.

MOTION 221/20 IT WAS MOVED BY: B. Abbott
AND SECONDED BY: J. Osborne

That the 2019 Audit Report from Grant Thornton be accepted as presented

CARRIED

-Nieves updated board members on the latest news about the closure of libraries in the province. In consultation with OLS-N and libraries in the North, an Operational Continuity Policy was drafted.

MOTION 222/20 IT WAS MOVED BY: J. Osborne
AND SECONDED BY: J. Furtney

That Operational Continuity Policy B-5 be adopted as presented

CARRIED

-Policy F-IV-1 Lay-Offs and Recall was revised

MOTION 223/20 IT WAS MOVED BY: S. Morgan
AND SECONDED BY: B. Abbott

To accept the title change of Policy F-IV-12 Temporary Lay-Off and Recall

CARRIED

6 Correspondence

-Tim Horton's in Burk's Falls invited the Library to participate in the Smile Cookie Fundraising efforts. Donation will go towards improving Library programs.
-Email from OLS-N – Phase 1 and Phase 2 considerations - it became apparent the need to develop an Emergency Preparedness Plan for the library. Nieves will draft a plan with the assistance of OLS-N team.
Public washroom at the library was a concern to library staff. J. Osborne and CEO will contact North Bay Parry Sound District Health Unit, Municipal building inspector and Village of Burk's Falls clerk for direction on best practices during the COVID-19 pandemic.

7 New Business/Carry Forward

-The Library will receive funding for one summer student from Canada Summer Jobs. S. Siebert has been hired to craft 2020 Virtual Bookactivities and Summer Reading Programs.
-Library staff was called back June 15th 2020. Staff training under the new measures in the workplace will take place on the first day back. The Library will follow closely the Ontario Health and Safety Guidelines as well as the Local Public Health Officials Guidelines.
-The Library Board and CEO would like to acknowledge the generosity and thoughtfulness of R. Almont and W. Mueller for providing the plexiglass and building the shield to keep staff and patrons safe.
-CEO shared with members the importance to maintain our councils well-informed of library activities, especially in these extraordinary times. In order for

BFARUPL Board Minutes
June 17, 2020

the CEO to be well-informed on any community issues, she will be attending council meetings as well.

-Strategic Plan review may be necessary due to the interruption of services in 2020 and to discuss recovery efforts for the remaining term.

8 Next Meeting

Next meeting: August 19th, 2020

9 Adjournment

MOTION 224/20 by S. Morgan at 2:10 pm to adjourn

CARRIED

Kate England

Board Chair

June 17th, 2020

Date