

# Deep River Public Library Board Meeting Minutes



**Date:** Thursday, June 22<sup>nd</sup>, 2023 5:15pm

**Location:** Library Program Room

<b>Board Members:</b>		<b>Status:</b>
Jen Bergevin		Present
Aliya Ebrahim		Apologies
Jessica Freedman	Chair	Present
Kathy Hughes	Council Rep	Present
Samantha Johnson		Apologies
Bronwyn Kaiser	Secretary	Present
Doug Rodgers		Apologies
Naomi Balla-Boudreau	CEO	Present

## 1. Declaration of Pecuniary Interest

*None reported.*

## 2. Consent Agenda:

- a. *Acceptance of the Minutes of the May 25<sup>th</sup> Board Meeting*
- b. *Business Arising from the Minutes: none*
- c. *Correspondence:*
  - i. *Update from the Federation of Provincial Libraries (FOPL)*
- d. *Friends of the Library (FOTL) Report: none*
- e. *Library Report: May 2023 Monthly Report*
- f. *Treasurer's Report: May Financial Statements*

---

**MOTION:** *That the minutes of May 25th, 2023 be accepted as reviewed.*

**MOVED:** *Jessica Freedman*      **SECONDED:** *Jen Bergevin*      **CARRIED**

**MOTION:** *That the correspondence (from FOPL) be received.*

**MOVED:** *Kathy Hughes*      **SECONDED:** *Bronwyn Kaiser*      **CARRIED**

**MOTION:** *That the Reports be received.*

**MOVED:** *Kathy Hughes*      **SECONDED:** *Jessica Freedman*      **CARRIED**

## 3. Old Business:

### a. Library By-law

*Review and approval of the Library by-laws was deferred until September.*

### b. Collection Development Policy

*The Board discussed and approved the proposed Collection Development Policy. The Board also suggested that the Library Strategic Plan could be reviewed for opportunities to address inclusivity and how best to meet our diverse community's needs and interests.*

---

MOTION: That the Collection Development Policy be approved.  
MOVED: Kathy Hughes                      SECONDED: Jessica Freedman    CARRIED

**4. New Business:**

**a. Third party use of program rooms (Program Room Policy)**

*The Board discussed and agreed on the need for formalising the Library's position on 3<sup>rd</sup> party use of its program rooms.*

---

MOTION: That the CEO bring a draft policy or position document for Board discussion in September/October.

MOVED: Kathy Hughes                      SECONDED: Jessica Freedman    CARRIED

**b. Internet Policy**

*The Board reviewed and approved the proposed Internet Policy.*

---

MOTION: That the proposed Internet Policy be approved.

MOVED: Jessica Freedman                      SECONDED: Kathy Hughes                      CARRIED

**c. Board member resignation**

*The Board reluctantly accepted the resignation of Aliya Ebrahim.*

---

MOTION: That the Library CEO notify the Town Clerk of the vacancy on the Board and recommend that it is filled

MOVED: Kathy Hughes                      SECONDED: Jessica Freedman    CARRIED

**d. Library CEO presentation to Town Council**

*The Board discussed the opportunity to update the Council on the status of the Library and present the Library Annual Report and Strategic Plan to the Town Council and an appropriate timing for this.*

---

MOTION: That the Library CEO requests of the Town Clerk to make a presentation/deputation to Council in due course.

MOVED: Kathy Hughes                      SECONDED: Jen Bergevin                      CARRIED

**5. Adjournment**

MOTION to adjourn at 6:25pm. MOVED: Jen Bergevin

Next Meeting: Thursday, September 28<sup>th</sup>, 2023 at 5:15pm



---

Jessica Freedman, Chair