

Deep River Public Library Board Meeting Minutes



Date: Thursday, November 21st, 2024 5:15pm
Location: Virtual meeting

Board Members:		Status:
Jen Bergevin	Vice Chair	Present
Steve D'Eon		Present
Jessica Freedman	Chair	Apologies
Kathy Hughes	Council Rep	Present
Samantha Johnson		Apologies
Bronwyn Kaiser	Secretary	Present
Doug Rodgers		Present
Naomi Balla-Boudreau	CEO	Present

1. **Acceptance of the Agenda**

MOTION: That the Agenda be accepted as proposed.
Moved: Steve D'Eon **Seconded:** Doug Rodgers **CARRIED**

2. **Declaration of Pecuniary Interest**

None reported.

3. **Consent Agenda:**

a. Acceptance of the Minutes of the October 17th Board Meeting.

MOTION: That the Minutes be accepted as reviewed.
Moved: Jen Bergevin **Seconded:** Kathy Hughes **CARRIED**

b. Friends of the Library Report, November 2024

c. Library Report:

i. Monthly Report: October 2024

d. Treasurer's Report: October Financial Statements

MOTION: That the reports included in the November 21st consent agenda be received.
Moved: Steve D'Eon **Seconded:** Doug Rodgers **CARRIED**

4. **Old Business**

a. **Reserve Policy**

The Board confirmed approval of the Reserve Policy as reviewed in May 2024.

MOTION: That the Reserve Policy be approved.
Moved: Bronwyn Kaiser **Seconded:** Kathy Hughes **CARRIED**

5. **New Business**

a. **Holiday celebrations and gifts**

The Board discussed the upcoming holiday celebration. It also proposed that that the budget for staff gifts should be increased to accommodate inflation or cost of living increases, so that the gifts are of consistent value year-to-year.

MOTION: That the funds for staff appreciation gifts be appropriately increased consistent with inflation.

MOVED: Jen Bergevin SECONDED: Bronwyn Kaiser CARRIED

b. Volunteer Appreciation Party

The Board discussed the upcoming Volunteer Appreciation party and an appropriate time for scheduling this.

c. OLS Updates

Deferred to a later meeting.

d. HR-06 Prevention of Workplace Violence Policy

The Board reviewed and approved the Prevention of Workplace Violence Policy (HR-06).

MOTION: That the Prevention of Workplace Violence Policy be approved.

MOVED: Bronwyn Kaiser SECONDED: Kathy Hughes CARRIED

e. HR-04 Workplace Harassment and Discrimination Policy

The Board reviewed and approved the Workplace Harassment and Discrimination Policy (HR-04).

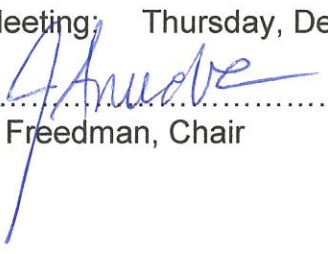
MOTION: That the Workplace Harassment and Discrimination Policy be approved.

MOVED: Bronwyn Kaiser SECONDED: Kathy Hughes CARRIED

6. Adjournment

MOTION to adjourn at 18:01. MOVED: Doug Rodgers

Next Meeting: Thursday, December 12th, 2024 at 5:15pm


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Jessica Freedman, Chair