

**MINUTES OF THE
INAUGURAL MEETING OF
OXFORD COUNTY LIBRARY BOARD**

March 18, 2019

Oxford County Administration Building, Woodstock, Room 222

Members Present Warden Larry Martin
 Councillor David Mayberry
 Councillor Don McKay (leaves at 3:05 p.m.)
 Councillor Marcus Ryan
 Cathy Hamel
 John Lessif

Staff Present L. Buchner, Director of Corporate Services
 L. Miettinen, CEO/Chief Librarian
 C. McLaren, Branch Services Librarian
 B. St.Clair, Recorder/Administrative Support Coordinator
 S. McDonald, Systems Librarian

Members Absent Julia Harris

Staff and Board member introductions took place.

1. CALL TO ORDER

2:00 p.m. with CEO/Chief Librarian, Lisa Miettinen in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1:

Moved By: David Mayberry

Seconded By: Larry Martin

That the Agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. MOTION TO DETERMINE THE TERM OF CHAIR AND VICE-CHAIR

RESOLUTION NO. 2:

Moved By: David Mayberry

Seconded By: John Lessif

Resolved that the term for the position of Library Board Chair and Vice-Chair be one year.

DISPOSITION: Motion Carried

5. NOMINATIONS FOR AND ELECTION OF CHAIR

The CEO/Chief Librarian calls for nominations for Chair.

RESOLUTION NO. 3:

Moved By: Don McKay

Seconded By: David Mayberry

Resolved that John Lessif be nominated for the position of Chair.

DISPOSITION: Motion Carried

The CEO/Chief Librarian, Lisa Miettinen calls for further nominations. Being none, the CEO/Chief Librarian calls for a motion to close nominations.

RESOLUTION NO. 4:

Moved By: Marcus Ryan

Seconded By: David Mayberry

Resolved that nominations for the position of Chair be closed.

DISPOSITION: Motion Carried

John Lessif declared Chair of Oxford County Library Board.

6. CHAIR PRESIDES OVER BALANCE OF MEETING

7. NOMINATIONS FOR AND ELECTION OF VICE-CHAIR

Chair John Lessif calls for nominations for Vice-Chair.

RESOLUTION NO. 5:

Moved By: David Mayberry

Seconded By: Larry Martin

Resolved that Cathy Hamel be nominated for the position of Vice-Chair.

DISPOSITION: Motion Carried

The Chair, John Lessif, calls for further nominations for Vice-Chair. Being none, the Chair calls for a motion to close nominations.

RESOLUTION NO. 6:

Moved By: Don McKay

Seconded By: David Mayberry

Resolved that nominations for the position of Vice-Chair be closed.

DISPOSITION: Motion Carried

Cathy Hamel declared Vice-Chair of Oxford County Library Board.

8. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING

8.1 November 19, 2018

RESOLUTION NO. 7:

Moved By: David Mayberry

Seconded By: Cathy Hamel

That the Library Board minutes of November 19, 2018 be accepted.

DISPOSITION: Motion Carried

9. DELEGATIONS AND PRESENTATIONS

9.1 Cristina McLaren, Branch Services Librarian - Tour of Branches

A powerpoint presentation depicting branch facilities and an introductory commentary on each branch was provided by the Branch Services Librarian.

10. CONSIDERATION OF DELEGATIONS AND PRESENTATIONS

11. CONSIDERATION OF CORRESPONDENCE

11.1 Thamesford Public Library Advisory Committee

RESOLUTION NO. 8:

Moved By: David Mayberry

Seconded By: Larry Martin

That the Thamesford Public Library Advisory Committee meeting minutes dated October 2, 2018 and November 6, 2018 be received.

DISPOSITION: Motion Carried

12. REPORTS

12.1 Statistics

RESOLUTION NO. 9:

Moved By: David Mayberry

Seconded By: Larry Martin

That the Statistics for the two months ending February 28, 2019 be accepted.

DISPOSITION: Motion Carried

12.2 Financial Report

RESOLUTION NO. 10:

Moved By: Don McKay

Seconded By: Marcus Ryan

That the Financial Report for the two months ending February 28, 2019 be accepted.

DISPOSITION: Motion Carried

12.3 2019-01 Librarian's Report

RESOLUTION NO. 11:

Moved By: David Mayberry

Seconded By: Marcus Ryan

That the Board receive Report No. 2019-01 for information purposes.

DISPOSITION: Motion Carried

12.4 2019-02 Board Member Appointment to SOLS Trustee Council

RESOLUTION NO. 12:

Moved By: David Mayberry

Seconded By: Marcus Ryan

That the Board appoint member Cathy Hamel to represent Oxford County Library Board on the Southern Ontario Library Service Trustee Council.

DISPOSITION: Motion Carried

12.5 2019-03 Procedures for the Operation of the Board Amendment

RESOLUTION NO. 13:

Moved By: Marcus Ryan

Seconded By: Don McKay

That the Procedures for the Operation of the Board amendments as set out in Report No. 2019-03 be approved.

DISPOSITION: Motion Carried

12.6 2019-04 2019 Library Board meeting schedule

RESOLUTION NO. 14:

Moved By: Larry Martin

Seconded By: Don McKay

That the Oxford County Library Board adopt a schedule for 2019 regular Library Board meetings as set out in Report No. 2019-04 with each regular meeting being held at 1 p.m.;

And further, that the Board authorize an amendment to paragraph 8 of the Procedures for the Operation of the Board, to ensure that the ten meetings as required under the *Public Libraries Act* are able to be held during the remainder of 2019.

DISPOSITION: Motion Carried

13. UNFINISHED BUSINESS

NIL

14. NOTICE OF MOTIONS

NIL

15. NEW BUSINESS / ENQUIRIES / COMMENTS

NIL

16. CLOSED SESSION

NIL

17. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSION

18. ADJOURNMENT

Library Board adjourns until the next meeting scheduled Monday, April 15, 2019 at 1 p.m. at Ingersoll Public Library.

3:55 p.m.

CHAIR

SECRETARY