



Library Board Annual Meeting

**Monday, February 26, 2018
At 4:30 pm
Centennial Library – Program Room**

AGENDA

- 1. Call to Order/Quorum**
- 2. Election of Board Officials (Director)**
 - 2.1. Election of Chairperson**
 - 2.2. Election of Vice-Chairperson**
 - 2.3. Congratulations to Chairperson and Vice-Chairperson**
 - 2.4. Appointments to Board Committees**
 - 2.4.a. Evaluation Committee**
 - 2.4.b. Facilities Committee**
 - 2.4.c. Policy Committee**
- 3. Minutes of the Annual Meeting of February 27, 2017**
- 4. Matters arising from the Minutes**
- 5. 2017 Annual Report**
- 6. Friends of the Library**
 - 6.1. Frank Gronskis, Vice President**

Next Annual Meeting: Monday, February 25, 2019



**LIBRARY BOARD
ANNUAL MEETING
FEBRUARY 27, 2017**

Board Members Present:

Elspeth Belair	Toni Nanne-Little
Judge Wayne Cohen	Dr. Irene Oktaba
Luke Dufour	Chris Rous
John Duke	Frances Ryan
Wayne Greco	Doreen Simard

Library: Roxanne Rissanen, Iva Smith

Guests: David Helwig (Media), Susan Hall – President Friends of the Library

Regrets: Moyra O’Pallie

1. Meeting called to order by The CEO/Director of Public Libraries at 4:35 p.m.

The CEO/Director of Public Libraries and the Library Board took a moment to reflect on the sudden passing of a former Board Member William Struk.

2. Motion to accept Moyra O’Pallies’ excused absence from the February 27, 2017 Board meeting was moved by Dr. Oktaba and seconded by Judge Cohen. CARRIED.

3. Approval of Agenda

Moved by Judge Cohen, seconded by Dr. Oktaba that the agenda of February 27, 2017 Annual Board Meeting having been previously circulated be adopted. CARRIED.

4. Election of Board Officials

4.1. Election of Chairperson

4.1.1. Moved by Judge Cohen, seconded by Nanne-Little that Chris Rous be nominated for the position of Chairperson of the Library Board for 2017. There being no other nominations, Chris Rous was acclaimed Chairperson of the Board. CARRIED.

4.1.2. Chris Rous assumed the Chair at 4:40 p.m.

4.2. Election of Vice-Chairperson

4.2.1. Moved by Simard, seconded by Ryan that Elspeth Belair be nominated for the position of Vice-Chairperson of the Library Board for 2017. There being no other nominations, Elspeth Belair was acclaimed Vice-Chairperson of the Board. CARRIED.

4.3. Appointments to Board Committees

Note: The Board Chair serves as ex-officio member on all Board Committees

4.3.1. Moved by Dr. Oktaba, seconded by Belair that the Board approve the appointment of the following Board members to the committees listed below:-

The Evaluation Committee

Elspeth Blair
John Duke
Toni Nanne-Little
Frances Ryan

The Facilities Committee

John Duke
Luke Dufour

The Policy Committee

Elspeth Belair
Toni Nanne-Little
Frances Ryan
Doreen Simard

CARRIED.

Wayne Greco came into the meeting at this time – 4:45 p.m.

5. Minutes of the Annual Meeting of February 22, 2016

Moved by Simard, seconded by Dr. Oktaba that the minutes of the Annual meeting of February 22, 2016, having been previously circulated, be adopted. CARRIED.

6. Resolution to Ratify the Action of the Board

Moved by Judge Cohen, seconded by Nanne-Little Whereas the Board for the Sault Ste. Marie Public Library has acted on behalf of the combined membership over the past year, therefore be it resolved that the Library Board members at the Annual General Meeting on Monday February 27, 2017 ratify, sanction and confirm all acts, covenants and proceedings

made or taken or entered into on behalf of the Board and CEO/Director of Public Libraries during the past year. CARRIED.

7. Annual Departmental Reports for 2016

The management team came in to the meeting at this time (4:45 p.m.)

The CEO/Director of Public Libraries along with the management team presented the draft copy of the 2016 Annual Report.

The following items were highlighted:-

- The CEO/Director of Public Libraries thanked the management team for all their hard work on preparing the 2016 Annual Report.
- The Board noted that some corrections will have to be made to spelling and the percentage reported.
- Page five of the report should identify the photograph as members of the Friends of the Library.
- Wayne Greco noted that his name was omitted as one of the Library Board Members – back page of the 2016 Annual Report.
- RCB Donation June 2016 on page 11 should read RBC Donation June 2016.
- Nanne-Little noted that two major components were missing from the report – Festival of Trees which was a huge success and the closing of the Churchill Branch Library.
- Greco noted that mention should be made to “Remember This” articles.
- The Board requested that more information be provided about the Friends of the Library – page 5 of the 2016 Annual Report.
- The tag line will remain as “One stop....endless possibilities”. The FOPL branding on the bottom of the pages will be removed – “A Visit Will Get You Thinking”.

The CEO/Director of Public Libraries noted that the report would be reprinted by S&K Group and will be sent electronically to the Library Board for approval. The Library Board requested that a copy of the 2016 Annual Report be issued to City Council.

The Board thanked the staff for all their hard work in preparation for compiling the 2016 Annual Report.

The management team left the meeting at this time (5:00 p.m.).

8. Friends of the Library

Susan Hall President of the Friends of the Library presented a verbal update on the Friends' activities for 2016.

The following items were highlighted:-

- The Friends of the Library raised \$25,330 for the Sault Ste. Marie Public Library.

- Susan Hall noted that there has been an increase in memberships and volunteers.
- The Friends Book Store currently has two volunteers that are placed from Community Living Algoma.
- Susan Hall thanked the public for donating books to the book store.
- Every week 8-10 boxes of books are sent to the local Soup Kitchen.
- Books that were received from the closing of the Churchill Branch Library will be sold at a March 2017 book sale.
- The Friends Book Store will now be opened during the evenings of Monday, Tuesday, and Wednesday.
- Susan Hall noted that the Friends of the Library would be interested in holding book sales at the Station Mall but unfortunately do not have the room to store additional books. Susan asked if a storage unit could be made or bought for storing books that would be sold at book sales
- The Friends of the Library asked if they could have the rug in the book store shampooed.

The Library Board thanked Susan Hall and the Friends for their hard work.

Toni Nanne-Little suggested that the 2018 Annual Meeting be held in the program room as to accommodate members of the Friends of the Library who would possibly want to attend the AGM.

Susan Hall left the meeting at this time (5:15 p.m.).

The Annual Meeting was adjourned at 5:18 p.m. Motion by Duke seconded by Nanne-Little. CARRIED.

The next annual meeting is scheduled for Monday, February 28, 2018 at 4:30 p.m.

Chairperson, Library Board