

Addington Highlands Public Library Board

Minutes of January 24,2019 meeting at Flinton Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C. Lessard
C. Hasler
K. Thompson
H. Yanch
D. Wood

Absent with regrets Reeve Hogg at Large, M.McKinnon, A.Ball, M. McKinnon

Staff: Leoen/CEO

Approval of the Agenda January 24,2019

Motioned by: H.Yanch

Seconded by: D.Wood

Carried

To approve agenda of January 24, 2019.

Election of New Chair

To nominate C. Lessard to continue as Chair.

Motion# 20190124a

Motioned by: D.Wood

Seconded by: K.Thompson

Carried

C.Lessard took her position

To nominate M.McKinnon as Vice Chair

Motion # 20190124b

Motioned by: H.Yanch

Seconded by: D.Wood

Carried

M.McKinnon took her position

Approval and Adoption of the minutes of November 22, 2018

Motioned by: D.Wood

Second by: C.Hasler

Carried

To approve and adopt the minutes of November 22, 2018

Business arising from minutes

Matters for Consideration

The library board needs to appoint a board member to represent the library trustees at the area Trustee Council.

Motion# 20190124c

Motioned by: D.Wood

Seconded by: K.Thompson

Carried

To have C.Lessard represent the board at Trustee Meetings.

Reports of Officers

- Leoen mentioned receiving the final installment from the Township
- Leoen mentioned that the kids that came to the December kids program had a great time.
- Leoen mentioned that Denbigh library held a drop in kids craft for two Saturday's in December.
- Leoen mentioned completing the Information and Privacy Commissioner of Ontario Statics report for 2018.
- Leoen mentioned the Theme for TD Summer Reading Program is "Natural World" and has ordered the material for the summer program.
- Leoen mentioned completing the 2018 Annual Survey for library.
- Leoen mentioned having the new contact list, holiday closed dates for the libraries and board meeting dates.
- Leoen mentioned that Flinton library has a new volunteer that has started.
- Leoen mentioned that Denbigh Library had a 2 volume set of books donated to the library. And they are looking into having the author come do a book talk in the spring.
- Leoen mentioned that there was a problem with one of the e-resources not working, but everything has been fixed.
- Leoen mentioned completing the T4's and summary for 2018, and submitting the GST tax rebate for 2018.
- Leoen also mentioned about talking to the clerk about a fence and well cover for Flinton library and it was mentioned to put it on the budget proposal.

Motion #20180125b

- Motioned by: K.Thompson

- Seconded by: D.Wood

Carried

To send the 2019 budget proposal to Council.

Motioned by H. Yanch
Second by D.Wood
Carried
To accept CEO report.

Correspondence received for consideration

- A youth community garden at the library.

Correspondence received for information

- Nothing at this time.

New business

- Fundraising ideas.
- Plant sale possible in May
- Walk a Thon, last weekend in April
- Book, Bake and Yard Sale , August long weekend

Date and time of next meeting: February 28, 2019 at the Denbigh Library at 10:00AM.

Motion to Adjourn

Motioned by: D.Wood
Second by: H.Yanch
Carried
To adjourn meeting at 10:30am

Chair Lessard

B. Leoen CEO

Addington Highlands Public Library Board

Minutes of February 28, 2019 meeting at Denbigh Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C. Lessard
C. Hasler
K. Thompson
A. Ball
M. McKinnon
H. Yanch

Absent with regrets Reeve Hogg at Large, D. Wood,

Staff: Leoen/CEO

Approval of the Agenda February 28, 2019

Motioned by: M. McKinnon

Seconded by: K. Thompson

Carried

To approve agenda of February 28, 2019

Approval and Adoption of the minutes of January 24, 2019

Motioned by: H. Yanch

Second by: K. Thompson

Carried

To approve and adopt the minutes of January 24, 2019.

Business arising from minutes

- The date for the Walk a Thon is set for Saturday April 27th, 2019 at 10:00am
- Plant sale will be Saturday May 18th, 2019
- Book, Bake and Yard sale will be Saturday August 3rd, 2019

Matters for Consideration

- Nothing at this time

Reports of Officers

- Leoen mentioned that we received connectivity funding from Sols Jan 28, 2019
- Leoen mentioned received our GST rebate Feb 8, 2019
- Leoen mentioned that the book talk at Denbigh Library is set for Wed April 24th, 2019 at 3:30pm

- Leoen mention that there has been flooding at the community center so far the library hasn't been affected.
- Leoen mentioned that Brian has updated the webpage with this years TD Summer Reading Program Theme.

- Monthly activity was reviewed

- All financials were reviewed
- Bank balanced
- The books are ready to be dropped off at the Township for the auditor.

Motioned by: H. Yanch

Second by: C.Hasler

Carried

To accept CEO report.

Correspondence received for consideration

- Nothing at this time.

Correspondence received for information

- Nothing at this time.

New business

- Nothing at this time.

Date and time of next meeting: March 28, 2019 at the Flinton Library at 10:00AM.

Motion to Adjourn

Motioned by: A.Ball

Seconded by: C.Hasler

Carried To adjourn meeting at 10:10am

Chair Lessard

B. Leoan CEO

Addington Highlands Public Library Board

Minutes of March 28, 2019 meeting at Flinton Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C. Lessard
K. Thompson
A. Ball
H. Yanch
D. Wood
M. McKinnon

Absent with regrets Reeve Hogg at Large, C. Hasler

Staff: Leoen/CEO

Approval of the Agenda March 28, 2019

Motioned by: H. Yanch

Seconded by: K. Thompson

Carried

To approve agenda of March 28, 2019

Approval and Adoption of the minutes of February 28, 2019

Motioned by K. Thompson

Second by H. Yanch

Carried

To approve and adopt the minutes of February 28, 2019

Business arising from minutes

Matters for Consideration

- Nothing at this time

Reports of Officers

- Leoen reported attending a SOLS phone conference
- Leoen reported that there is policies coming up for review.
- Leoen reported ordering some flying disks and seed bookmarks for the Summer Reading program.
- Leoen reported that Flinton library had their annual water testing.
- Leoen reported about water backing up on the ramps from ice melting at Flinton library
- Leoen mentioned talking with the clerk at the Township about Flinton Library getting a sand/salt box.

- Denbigh Library is now doing posters and a sign up for their children's program
- Success by six will be doing a Mother's Day Theme at both libraries in May
- Flinton Library received a donation.
- Leoen reported that the library is looking into park passes
- Leoen mentioned that both libraries will be receiving The Quinte Conservation parking pass for patron to use.

Monthly Activity

- was reviewed

Financials

- was reviewed
- Leoen reported receiving the first installment from the Township.

Motioned by: H.Yanch
 Seconded by: K.Thompson
 Carried
 To accept CEO report

Correspondence received for consideration

- A request was made to add adult puzzles to our collection.

Correspondence received for information

- Nothing at this time.

New business –Policy Review

Motion # 20190328a
 Motioned by: M. McKinnon
 Seconded by: D. Wood
 Carried
 To review and adopt the Accessibility in the Library Policy

Motion # 20190328b
 Motioned by: H. Yanch
 Seconded by: A. Ball
 Carried
 To review and adopt Privacy, Access to Information & Electronic Messages Under CASL Policy

Motion # 20190328c
Motioned by: D. Wood
Second by: M. McKinnon
Carried
To Review and Adopt the Employee Conduct Policy

Motion # 20190328d
Motioned by: D. Wood
Seconded by: A. Ball
Carried
To Review and Adopt AHPL internet Access and Computer Use Policy with Amendments

Motion # 20190328e
Motioned by: D. Wood
Seconded by: M. McKinnon
Carried
To Review and Adopt the New Children in the Library Policy

Motion # 20190328f
Motioned by: D. Wood
Seconded by: K. Thompson
Carried
To Review and Adopt the New Public Internet Service Policy with amendments

Date and time of next meeting: April 25, 2019 at the Denbigh Library at 10:00AM.

Motion to Adjourn
Motioned by A. Ball
Second by H. Yanch
Carried To adjourn meeting at 11:00 am

Chair Lessard

B. Leoan CEO

Addington Highlands Public Library Board

Minutes of April 25, 2019 meeting at Denbigh Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C. Lessard
C. Hasler
K. Thompson
A. Ball
M. McKinnon

Absent with regrets Reeve Hogg at Large, D.Wood, H.Yanch

Staff: Leoen/CEO

Approval of the Agenda April 25, 2019

Motioned by A.Ball

Seconded by M.McKinnon

Carried

To approve agenda of April 25, 2019.

Approval and Adoption of the minutes of March 28, 2019

Motioned by K. Thompson

Second by A.Ball

Carried

To approve and adopt the minutes of March 28, 2019

Business arising from minutes of March 28, 2019

- Policy changes were fixed
- The concerns about the ramp were taken to council and staff will be looking into it.
- Flinton library will not be getting the fence.
- Adult puzzles have been added to the library collection

Matters for Consideration

- Cost of printing/faxing increase

Motion# 20190425a

Motioned by: M. McKinnon

Seconded by: K.Thompson

Carried

To increase cost of printing, coping, faxing services by .15 cents each copy.

- Cutest Baby Photo Contest Fundraiser was discussed.
- Possible World War 1 Books collection donation was discussed.

Reports of Officers

- Leoen mentioned Flinton library received a donation
- Leoen mentioned Denbigh had 2 kids and Flinton had 5 at their April kids craft night
- Leoen mentioned Flinton's volunteer has finished organizing and colour coding the dvd section.
- Leoen mentioned receiving The Quinte Conservation Parking Pass for both libraries
- Leoen mentioned about the provincial budget cuts for SOLS 2019/20 budget, which has suspended all interlibrary loan service until the end of May and then it will be reassessed if it will continue.
- Leoen mentioned that Jeff Green from Frontenac News contacted about the inter- library loans being cancelled and how that will affect us.
- Leoen Mentioned that Denbigh's Book Talk had a get turn out, and she purchase a copy of the book The Hard Road.
- Monthly activity was reviewed
- All financials were reviewed
- Bank balanced

Motioned by K. Thompson

Second by M. McKinnon

Carried

To accept CEO report.

Correspondence received for consideration

- Nothing at this time.

Correspondence received for information

- Nothing at this time.

New business

- Policy Review

Motion # 20190425

Motioned By: M.McKinnon

Seconded By: A.Ball

Carried

To review and adopt the Human Resources Management Policy

Date and time of next meeting: May 23, 2019 at the Flinton Library at 10:00AM.

Motion to Adjourn

Motioned by A.BAll

Second by K.Thompson

Carried To adjourn meeting at 10:25am

Chair Lessard

B. Leoen CEO

Addington Highlands Public Library Board

Minutes of May 23, 2019 meeting at Flinton Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C. Lessard
C. Hasler
D. Wood
A. Ball
M. McKinnon

Absent with regrets Reeve Hogg at Large, K. Thompson, H. Yanch

Staff: Leoen/CEO

Approval of the Agenda May 23, 2019

Motioned by M. McKinnon

Seconded by C. Hasler

Carried

To approve agenda of May 23, 2019.

Approval and Adoption of the minutes of April 25, 2019

Motioned by M. McKinnon

Second by D. Wood

Carried

To approve and adopt the minutes of April 25, 2019

Business arising from minutes of April 25, 2019

- Cost of printing and faxing was increased by .15 each
- Need to have liability forms for the Baby Photo Contest.

Matters for Consideration

- Cost of color printing to increase to .50 each copy from .35

Motion# 20190523

Motioned by: A. Ball

Seconded by: D. Wood

Carried

To increase cost of color printing to .50 cents each copy.

- New fall programming was discussed

Reports of Officers

- Leoen mentioned that the walk a thon raised 1,521.00
- Leoen mentioned receiving a letter saying that the Annual Employer Health Tax Return is overdue. And faxed in the form with the information
- Leoen mentioned attending a Sols meeting
- Leoen mentioned that Success by Six had a good turn out
- Leoen mentioned both libraries had a craft night with a good turn out
- Leoen mentioned that both libraries have Nature Backpacks now. In them is The Quinte Conservation free parking pass or a Ontario Parks Day Pass with binoculars, compass, first aid kit, information on ticks and a tick removal tool, information on Ontario snakes and turtles. Each pack can be signed out with a library card for 2 days. The 4 backpacks were donated and we had a donation of 20.00 towards them.
- Leoen mentioned not being able to have the plant sale
- Leoen mentioned Flinton library was closed for two hours on Tuesday May 21, due to an illness.
- Monthly activity was reviewed
- All financials were reviewed
- Bank balanced

Motioned by A.Ball

Second by M. McKinnon

Carried

To accept CEO report.

Correspondence received for consideration

- Adding craft vendors to the annual yard, book and bake sale

Correspondence received for information

- Nothing at this time.

New business

- Nothing at this time.

Date and time of next meeting: June 27, 2019 at the Denbigh Library at 10:00AM.

Motion to Adjourn

Motioned by A.BALL

Second by D.Wood

Carried To adjourn meeting at 10:25am

Chair Lessard

B. Leoen CEO

Addington Highlands Public Library Board

Minutes of June 27, 2019 meeting at Denbigh Library

Call to Order: by Vice-Chair McKinnon at 10:00 am.

Attendees:

C. Hasler
A. Ball
M. McKinnon
H. Yanch

Absent with regrets Reeve Hogg at Large, K. Thompson, C. Lessard, D. Wood

Staff: Leoen/CEO

Approval of the Agenda June 27, 2019

Motioned by H. Yanch

Seconded by A. Ball

Carried

To approve agenda of June 27, 2019.

Approval and Adoption of the minutes of May 23, 2019

Motioned by C. Hasler

Second by A. Ball

Carried

To approve and adopt the minutes of May 23, 2019

Business arising from minutes of April 25, 2019

- Cost of color printing was increased to .50 a copy
- .

Matters for Consideration

Reports of Officers

- Leoen mentioned about painting the Flinton Library sign and cleaning the garden
- Leoen mentioned about the township doing a walk through at all Addington Highlands facilities for efficiency purpose.
- Leoen mentioned about meeting with the building inspector about bring the ramp up to code.
- Leoen mentioned that the township is going to fix the railing to make it sturdy, but any changes to the ramp will need to be run by the building inspector to ensure that it complies with OBC and we need to obtain an estimate for the work. Council would need something by Jan/Feb for the 2020 budget.

- The summer hours started June 1st at both libraries
- Leoen mentioned getting in contact with a lady that writes a column in the Frontanac News and asked her if she would be interested in adding the library happening to her column. She said yes she would and that she follows us on facebook.
- Leoen mentioned the kids programs
- Leoen mention that the Flinton library has had a good response to the program survey.

- Monthly activity was reviewed

- All financials were reviewed
- Bank balanced
- We have received our 2nd installment from the township.

Motioned by H.Yanch

Second by C.Hasler

Carried

To accept CEO report.

Correspondence received for consideration

-

Correspondence received for information

- Township is planning on adding the libraries to their Township signs

New business

- Ramp was discussed again about needing a design, estimates from contractors, fixing the boards on ramp and having the building inspector attend our next meeting.

Date and time of next meeting: August 22 , 2019 at the Flinton Library at 10:00AM.

Motion to Adjourn

Motioned by A.BAll

Second by C.Hasler

Carried To adjourn meeting at 10:35am

Vice Chair McKinnon

B. Leoen CEO

Addington Highlands Public Library Board

Minutes of August 22, 2019 meeting at Finton Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C.Lessard
C. Hasler
A. Ball
M. McKinnon
D.Wood
K.Thompson

Absent with regrets Reeve Hogg at Large, H.Yanch

Staff: Leoen/CEO

Approval of the Agenda August 22, 2019

Motioned by K.Thompson
Seconded by M.McKinnon
Carried

To approve agenda of Aug 22, 2019.

Approval and Adoption of the minutes of June 27, 2019

Motioned by K.Thompson
Second by A.Ball
Carried

To approve and adopt the minutes of June 27, 2019

Business arising from minutes of June 27, 2019

- Been in touch with the office and they will be getting Joe to fix the boards on the ramp
- Been talking to Dave about the ramp and asked if he could meet us at the library for our next meeting.
- .

Matters for Consideration

Reports of Officers

- The library now has access to free practice test for G1 and G2
- We have sent in and have received our GST/HST rebate
- Leoen mentioned about Denbigh's book sale
- Leoen mentioned about a tree down at the flinton library
- Leoen mentioned about an issues with the summer program in Denbigh

- Leoen mentioned about starting a Learn to Crochet class in September
- Leoen mentioned about being in touch with Joe Thompson with Thompson Carpentry about a quote on the ramp. And have yet to hear back from Miles about a quote
- Leoen mentioned about finding a deduction error
- Leoen mentioned about completing the OPLA survey
- Leoen mentioned about being in touch with Rob Plumley with L&A about getting some maps and brochures for the library
- Flinton's yard, book and bake sale was another success again this year
- Leoen mentioned about EHT returning a cheque because wrong date was on it
- Leoen mentioned about Flinton Library starting an Adult Book Club in September
- Leoen mentioned about the summer program's attendance being down
- Leoen mention the winter hours will be starting on September 1st.
- Monthly activity was reviewed
- Attendance for both libraries were up this year for the month of July

- All financials were reviewed
- Bank balanced
- Leoen mentioned receiving back the financial statements for 2018 from the auditor. Everything is comparable to the previous year.

Motioned by M.McKinnon

Second by K.Thompson

Carried

To accept CEO report.

Correspondence received for consideration

-

Correspondence received for information

New business

- **Policy Review**

Motion # 20190822

Motioned by: C.Hasler

Seconded by: K.Thompson

Carried

To review and adopt the Health and Safety Policy

Date and time of next meeting: September 26 , 2019 at the Denbigh Library at 10:00AM.

Motion to Adjourn

Motioned by A.BAll

Second by K.Thompson

Carried To adjourn meeting at 10:10am

Chair/ Lessard

B. Leoen/ CEO

Addington Highlands Public Library Board

Minutes of Sept 26, 2019 meeting at Denbigh Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C.Lessard
C. Hasler
H.Yanch
D.Wood
K.Thompson

Absent with regrets Reeve Hogg at Large, M. McKinnon, A. Ball

Staff: Leoan/CEO

Approval of the Agenda Sept 26, 2019

Motioned by H.Yanch
Seconded by D Wood
Carried

To approve agenda of September 26, 2019.

Approval and Adoption of the minutes of August 22, 2019

Motioned by K.Thompson
Second by D. Ball
Carried

To approve and adopt the minutes of August 22, 2019

Matters for Consideration – Internet Access

- To have the internet turned off from 11pm-6am

Motion # 20190926

Motioned by: H.Yanch
Seconded by: D.Wood
Carried

To have the Wireless Internet Access turned off from 11pm-6am

Reports of Officers

- Leoan mentioned that the phones at the Flinton Library were not working and had Bell come out the fix them.

- Leoen mentioned about a complaint from a neighbor about using the internet at all hours of the night and leaving their vehicle running with lights on. She was asking if we could turn the internet off at night.
- Leoen mention about the crochet class being cancelled
- Leoen mention about a lady donating a Bead picture to the Flinton Library
- Leoen mentioned about Denbigh Library receiving a donation
- Leoen mentioned about the building inspector coming to the library and blocked off one of the ramps saying it wasn't safe, it was fix, but he saying it is only a temporarily fix.
- Leoen mentioned summing the PLOG grant
- Leoen mentioned that the first adult book club is off to a good start
- Leoen mentioned about having a wreath making class in November at the library.

- Monthly activity was reviewed and attendance was still up in August

- All financials were reviewed
- Bank balanced

Motioned by H. Yanch

Second by K. Thompson

Carried

To accept CEO report.

Correspondence received for consideration

- Nothing at this time

Correspondence received for information

- Nothing at this time
-

New business

- Nothing at this time

Date and time of next meeting: October 24 , 2019 at the Flinton Library at 10:00AM.

Motion to Adjourn

Motioned K. Thompson

Second by D. Wood

Carried To adjourn meeting at 10:10am

Chair/ Lessard

B. Leoen/ CEO

Addington Highlands Public Library Board

Minutes of October 24, 2019 meeting at Flinton Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C.Lessard
C. Hasler
H.Yanch
D.Wood
K.Thompson

Absent with regrets Reeve Hogg at Large, M. McKinnon, A. Ball

Staff: Leoen/CEO

Approval of the Agenda October 24, 2019

Motioned by D. Wood

Seconded by K. Thompson

Carried

To approve agenda of September 26, 2019.

Approval and Adoption of the minutes of September 26, 2019

Motioned by K.Thompson

Second by D. Wood

Carried

To approve and adopt the minutes of Sept 26, 2019

.

Matters for Consideration

- Nothing at this time

Business Arising from Minutes

- Internet access has been turned off from 11pm-6am

Reports of Officers

- Leoen mentioned about our e-resources links not working. And had our IT look into them. Now they are up and running again
- Leoen mentioned attending a SOLS meeting
- Leoen mentioned attending a Jasi training
- Leoen mentioned that Dion Fire Extinguisher came to replace the batteries in the exit signs.
- Leoen mentioned that Bosley's did a pre winter furnace inspection at Flinton library
- Leoen mention that a patron cut the grass at the flinton library

- Leoen mentioned about reminding the Township about the library getting a sand/salt box for winter.
- Monthly activity was reviewed
- All financials were reviewed
 - Bank balanced
 - Leoen mentioned about receiving our third installment from the Township
 - Leoen mentioned receiving a letter from WSIB about an increase for 2020

Motioned by H. Yanch

Second by K.Thompson

Carried

To accept CEO report.

Correspondence received for consideration

- Nothing at this time

Correspondence received for information

- Nothing at this time
-

New business

- Property Maintenance was discussed
- Policy Review

Motion # 20191024a

Motioned by: K.Thompson

Seconded by: D.Wood

Carried

To review and adopt the Staff Selection and Assignment Policy

Motion# 20191024b

Motioned by: K.Thompson

Seconded by: D.Wood

Carried

To review and adopt the Vacation, Public Holidays and Leave Policy

Motion# 20191024c

Motioned by: K.Thompson

Seconded by: D.Wood

Carried

To review and adopt the Compensation and Benefits Policy

Date and time of next meeting: November 28, 2019 at the Denbigh Library at 10:00AM.

Motion to Adjourn

Motioned K. Thompson

Second by D.Wood

Carried To adjourn meeting at 10:40am

Chair/ Lessard

B. Leoen/ CEO

Addington Highlands Public Library Board

Minutes of November 28, 2019 meeting at Denbigh Library

Call to Order: by Chair Lessard at 10:00 am.

Attendees:

C.Lessard
A.Ball
H.Yanch
M.McKinnon
K.Thompson

Absent with regrets Reeve Hogg at Large, D.Wood, C.Hasler

Staff: Leoen/CEO

Approval of the Agenda November 28, 2019

Motioned by K.Thompson
Seconded by M.McKinnon
Carried

To approve agenda of November 28, 2019.

Approval and Adoption of the minutes of October 24, 2019

Motioned by K.Thompson
Second by H.Yanch
Carried

To approve and adopt the minutes of October 24, 2019

.

Matters for Consideration

- Nothing at this time

Business Arising from Minutes

- Changes were made to the policy
- Spoken to the clerk about the training fees in the policy and the property maintenance.

Reports of Officers

- Holiday hours were mentioned
- Leoen mentioned about the Flinton library being closed on November 2nd, due to no heat or hydro.
- Leoen mentioned about receiving connectivity for 2019/20
- Leoen mentioned that the Winter Arrangement Class had a good turn out
- Leoen mentioned receiving an estimate from Thompson's Carpentry for the ramp.
- Leoen mentioned that the sand/salt box was delivered to Flinton Library.
- Leoen mentioned receiving the reimbursement cheque from SOLS North for the mileage.

- Monthly activity was reviewed
- All financials were reviewed
- Bank balanced
- Budget Revision is attached
- Will have next year's budget ready for our next meeting.

Motioned by: H.Yanch

Seconded by: K.Thompson

Carried

To have revised budget send to council.

Motioned by: H. Yanch

Second by : K.Thompson

Carried

To accept CEO report.

Correspondence received for consideration

- Nothing at this time

Correspondence received for information

- Nothing at this time
-

New business

- Policy Review

Motion # 20191128a

Motioned by: K.Thompson

Seconded by: M.McKinnon

Carried

To review and adopt the Payment of Job Related Expenses Policy

Motion# 20191128b

Motioned by: A.Ball

Seconded by: K.Thompson

Carried

To review and adopt the Workplace, Harassment and Discrimination Policy

Motion# 20191128c

Motioned by: H.Yanch

Seconded by: K.Thompson

Carried

To review and adopt the Prevention of Workplace Violence

Motion # 20191128d

Motioned by: H.Yanch

Seconded by: A.Ball

Carried

To review and adopt the Health and Safety Policy

Motion# 20191128e

Motioned by: K.Thompson

Seconded by: M.McKinnon

Carried

To review and adopt the Professional Development, Performance and Discipline Policy.

Date and time of next meeting: January 23 2020 at the Flinton Library at 10:00AM.

Motion to Adjourn

Motioned by: A.Ball

Second by: K.Thompson

Carried To adjourn meeting at 10:20am

Chair/ Lessard

B. Leoen/ CEO