

North Grenville Public Library

Board Minutes

Thursday, June 13, 2024 at 6:30 pm
Tallman Program Room, Kemptville Norenberg Branch

Board Members Present:

S. Elliott (Chair)

E. Bruce (Vice Chair)

K. Badgley

M. Carlson

J. Chapman

E. Farrell (CEO/Secretary)

E. Grove

D. Guerin-Garnett

D. Wilson

Regrets: B. Mulkins

Guests: Tatiana Lacerda, KPMG; Kelvin Lee, Technical Services Coordinator

1. The meeting was called to order by S. Elliott at 6:30 pm.
2. Board members took a moment to individually read and reflect on the Land Acknowledgement.
3. The Agenda was approved as presented. Motion by E. Bruce, seconded by J. Chapman.
CARRIED
4. There were no Declarations of Conflict of Interest.
5. The Consent Agenda
Moved by K. Badgley, seconded by D. Guerin-Garnett... that the North Grenville Public Library Board accept the consent agenda as presented.
CARRIED

For Discussion

6. 2023 Audited Financial Statements
T. Lacerda from KPMG presented the draft 2023 audited financial statements and reviewed the highlights. The Library's finances are in good order.
Moved by K. Badgley, seconded by E. Bruce... that the North Grenville Public Library Board accept the 2023 audited financial statements as presented.
CARRIED
7. Policy Review
 - a. HR-05 Hour of Work and Alternative Work Arrangements
Discussion occurred on the proposed changes to this policy. This policy will

return with minor edits for the September meeting.

- b. HR-06 Compensation, Benefits, Vacation, and Leave
Moved by E. Bruce and seconded by M. Carlson... that the North Grenville Public Library Board approved policy HR-06 Compensation, Benefits, Vacation, and Leave with proposed revisions.

CARRIED

- c. HR-08 Employee Job-Related Expenses
Moved by E. Bruce and seconded by K. Badgley... that the North Grenville Public Library Board approved policy HR-08 Employee Job-Related Expenses as presented.

CARRIED

8. Open Hours Assessment

E. Farrell presented the Open Hours Assessment that the Library conducted this spring. Overall, feedback highlighted the need for additional open hours. The only proposed change for 2024 is for the Library to move the seasonal Sunday hours from pilot to permanent. The remainder of open hour changes will be discussed at Board meetings this fall as part of the upcoming Service Delivery Review and will be considered for implementation in 2025.

Moved by J. Chapman, seconded by D. Guerin-Garnett... that the North Grenville Public Library Board approves the permanent addition of four (4) open hours at the Kemptville Norenberg Branch on Sundays from the beginning of September until the end of May.

CARRIED

For Information

9. MOU with the Municipality

E. Farrell provided an update on the progress on the Memorandum of Understanding with the Municipality of North Grenville. The draft document is still under review but is expected to come to the Library Board for the September meeting.

10. Information/updates (as available):

- a. Provincial activities - K. Badgley shared some updates from the province and the OLBA.
- b. Friends of the NGPL - E. Farrell shared that the Friends have recently donated funds for the Library to purchase a Cricut machine and its accessories. This new equipment will enable the Library to increase the diversity of programs offered for all ages, as aligned with our current strategic priorities.
- c. Municipal Activities - D. Wilson shared general updates from the Municipality

11. Other items from the floor
None.

12. Closed session
None.

13. Time/date next meeting
a. September 12, 2024

14. The meeting was adjourned by S. Elliott at 7:38 pm.

Stephen Elliott

Signature of Board Chair: [Stephen Elliott \(Sep 21, 2024 19:17 EDT\)](#)
(after Board approval)

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Final Audit Report

2024-09-21

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