

Minutes

Otonabee South Monaghan Library Board

February 19, 2025

Stewart Hall Branch

Present: Terry Holmes, Colleen Bolin, Louisa Vatri, Richard Peachey, Heather Zischler, Carolanne Nadeau
Guest, Trish Fenech

1. Call to Order - 4:02 p.m.
2. Respect and Acknowledgement Declaration - Louisa Vatri
3. Acceptance of Consent Agenda
 - a. Acceptance of Agenda
 - b. Declaration of Conflict-of-Interest
 - c. Correspondence
 - d. Delegations & Petitions
 - e. Acceptance of January 22, 2025, minutes

Motion to accept Consent Agenda by Colleen Bolin, Seconded by Louisa Vatri. Carried.

4. Standing Items
 - a. ADOA Update - nothing to report
 - b. Health & Safety - nothing to report
 - c. Keene 200

Colleen informed the Board that there will be a scavenger hunt throughout the Village of Keene to start May 10th.

Terry to discuss in more detail with Colleen for the creation of a mural at the |Keene Arena
 - d. Strategic "Library as a Place" - Areas of Concern - discussion postponed to March meeting
5. Board Calendar
 - a. Policies: Financial Control and Oversight GOV 08, Planning GOV 10

Motion to accept GOV 08 and GOV 10 policies moved by Colleen Bolin. Seconded by Terry Holmes. Carried.

6 Board Management Activities and Development

- a. HR Committee Report on updated CEO job description

Colleen reported to the Board that the HR committee met in January and made minor changes to the wording of the job description as suggested by the CEO. The document is now completed.

- b. HR Committee Report on CEO performance review for 2024

Louisa Vatri and Colleen Bolin reported that a schedule has been set up for the review. CEO will go over goals set and process to be completed the week of March 3rd.

c. Strategic Plan 2025

A Zoom meeting has been scheduled between Jesse Roberts and the Board on March 10, to start the process. There will be a follow up meeting with Jesse Roberts on April 25th and 26th to be held at Stewart Hall.

d. 2025 Board Calendar

Colleen Bolin has organized the Boards goals for the upcoming year.

Motion to accept the 2025 Board Calendar made by Richard Peachey. Seconded by Louisa Vatri. Carried.

6. Board Member Applicant

Motion to accept Trish Fenech to the Otonabee South Monaghan Public Library Board of Directors and have her name presented to the next meeting of Council to approval by Louisa Vatri. Seconded by Colleen Bolin. Carried.

7. Acceptance of January 2025 Financial Report

Motion to accept the January 2025 Financial Report by Richard Peachey. Seconded by Louisa Vatri. Carried

8. Acceptance of February CEO Report

Carolanne Nadeau reported that her meeting with the Keene Lions was postponed due to weather, she reported her application to KCU for program funding was accepted and will be awarded a \$500 grant sometime in March.

The partnership with Sir Sandford Fleming College is going forward and will add a fresh and exciting aspect to the way the OSMPL presents itself.

The sub-contractor hired to clear snow at the Bailieboro Branch is not satisfactory.

Motion to accept the February CEO Report by Colleen Bolin. Seconded by Terry Holmes. Carried.

9. New Business

a. Volunteer Recognition

Heather Zischler will organize the Volunteer Appreciation Tea at the Keene Library for Volunteer Week in April. Colleen Bolin and Louisa Vatri have offered their assistance.

10. Adjournment

Meeting was adjourned at 5:16 p.m.

Next meeting: March 19, 2025, at the Keene Public Library