

1. CALL TO ORDER: 7:31 pm

PRESENT:

Board Members: B. Mezzatesta (Chair), B. Carrothers (Vice-Chair), J. Sargeant, B. Roxburgh, R. Hunter, P. McLaren

Staff: A. Robinson, S. Adams

Regrets: J. Bosman

2. INTRODUCTORY REMARKS (INFORMATION/ANNOUNCEMENTS): None.

3. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST: None.

4. CONSENT AGENDA:

- a. Approval of agenda
- b. September 16th Board Minutes
- c. September Financial Report (Shannon)
- d. 3rd Quarter Statistics
- e. September CEO Report

Moved by B. Roxburgh, seconded by B. Carrothers.... "That the Lanark Highland Public Library Board accepts the consent agenda which includes the September Board minutes, CEO report, financial report and 3rd quarter statistics." Carried.

5. NEW BUSINESS: FOR DISCUSSION/DECISION

a. Chair Update

B. Mezzatesta relayed correspondence from J. Bosman who has been unable to attend the last few meetings. Her schedule will be stabilizing in the upcoming weeks and anticipates being able to attend the next meeting. She also expressed her support for the efforts of the CEO and the proposed 2021 budget.

It was mentioned that if the November board meeting proceeds as scheduled, then we have fulfilled our annual requirements for board meetings and would not need to meet in December.

b. 2021 Draft Budget

The 2021 draft budget was presented by S. Adams and A. Robinson. A budget increase of \$15,288 (21.1%) has been approved at the board level.

Action Item: Meet with Township administration to determine their level of support for our proposed budget.

6. ITEMS FOR NEXT AGENDA

1. Policy Review:
 - HR-01: Prevention of Workplace Violence
 - HR-02: Health & Safety
 - HR-03: Workplace Harassment Policy
2. Annual Report

7. ADJOURNMENT

The meeting was adjourned at 8:24pm.

Next Meeting: November 18, 2020, via Virtual Zoom Meeting at 7:30pm