

Wednesday September 15, 2021  
Virtual Zoom Meeting

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**1. CALL TO ORDER: 4:03 pm**

**PRESENT:**

Board Members: B. Mezzatesta (Chair), B. Carrothers (Vice-Chair), J. Sargeant, B. Roxburgh, T. Shoebridge  
Staff: A. Robinson, S. Adams

**REGRETS:** P. McLaren and J. Bosman

**2. INTRODUCTORY REMARKS (INFORMATION/ANNOUNCEMENTS):**

None.

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

**4. CONSENT AGENDA:**

- a. Changes to the agenda/Approval of agenda  
Noted S. Adams' attendance at the budget meeting
- b. June 16 Board Minutes
- c. August Financial Report (Shannon)
- d. September CEO Report  
An update to the Good News Presentation scheduled for October. We are on the COW agenda for October 12<sup>th</sup> and have been allotted 20 minutes to present. B. Mezzatesta and A. Robinson will attend.
- e. OP-07 Internet Services Policy

Moved by T. Shoebridge and seconded by J. Sargeant.... "That the Lanark Highland Public Library Board accepts the consent agenda items which includes the current agenda, June's Board minutes, the August financial report, September CEO report and OP-07 Internet Services Policy." Carried.

**5. NEW BUSINESS: FOR DISCUSSION/DECISION**

**a. Chair Update**

1. B. Mezzatesta reported that R. Parks has returned to work and is happy to be back.
2. The 1<sup>st</sup> board assembly meeting for OLS is scheduled for November 9<sup>th</sup>. T. Shoebridge will attend the meeting along with B. Mezzatesta.

**b. 2022 Budget**

The Township has asked that our budget be submitted by November 1, 2021. S. Adams and A. Robinson will present a first draft in the upcoming weeks. If it is felt it is needed, a special meeting will be scheduled prior to the regularly scheduled October meeting.

**c. Library Service Hours**

A discussion took place regarding Library service hours. Three options were under consideration and Option A was agreed upon.

**d. OMERS participation resolution**

A general discussion took place regarding making OMERS participation mandatory or voluntary. The pros and cons of each choice were discussed and it was decided to take the optional approach.

Moved by B. Roxburgh and seconded by T. Shoebridge, "That the Lanark Highlands Public Library board approves the OMERS participation resolution taking the optional approach". Carried.

**6. POLICY REVIEW**

**HR-05: Terms & Conditions of Employment**

**HR-06: Performance and Discipline**

**HR-07: Compensation**

Moved by B. Roxburgh and seconded by T. Shoebridge, "That the Lanark Highlands Public Library Board approves HR-05, HR-06 and HR-07 as amended". Carried.

**7. COMMENTS, ANNOUNCEMENTS & OTHER BUSINESS: None.**

**8. ITEMS FOR NEXT AGENDA**

FN-05: Respect and Acknowledgement Declaration

OP-02: Procurement of Goods and Services

**9. ADJOURNMENT**

The meeting was adjourned at 5:27 pm.

**Next Regular Meeting:** Wednesday October 20, 2021 at 4:00pm, via Virtual Zoom Meeting (tentatively)