

**1. CALL TO ORDER: 3:58 pm**

**PRESENT:**

Board Members: T. Shoebridge (Chair), L. Rickan (Vice-Chair), W. Stryde, B. King, M. Malfara, G. Drew, S. Athrens

Staff: A. Robinson, S. Adams

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

A. Robinson welcomed all board members to their first meeting as the new board. All board members introduced themselves.

**3. ELECTION OF CHAIR, VICE CHAIR:**

Moved by W. Stryde and seconded by L. Rickan... "That the Lanark Highlands Public Library Board Chair for 2022-2026 will be T. Shoebridge". Carried.

Moved by M. Malfara, and seconded by B. King... "That the Lanark Highlands Public Library Board Vice-Chair for 2022-2026 will be L. Rickan". Carried.

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

**5. CONSENT AGENDA:**

- a. Changes to the agenda/Approval of agenda
- b. November 16th Meeting Minutes
- c. Monthly Financial Report
- d. CEO Report
- e. Q4 Quarterly Statistics

Moved by S. Athrens and seconded by B. King.... "That the Lanark Highlands Public Library Board accepts the consent agenda items which includes the current agenda, board minutes, financial report, CEO report and Q4 quarterly report." Carried.

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

**a. Chair Update**

T. Shoebridge reinforced the importance for board members to focus on governance topics while serving on the board, leaving operations to the CEO. Also discussed, was the value of the on-line training opportunities offered through the OLS Governance Hub. Lastly, the importance of representing the library board as a whole and not as an individual in the community was stressed.

**b. Orientation**

A. Robinson presented a short orientation session for new board members which highlighted key points from the “10 things to know about being a library board member” OLS document. Each statement represents an important governance concept or environmental factor that is crucial for board members to be aware of.

**c. Quarterly Report to Council**

The quarterly report to Council was reviewed by the board and will be forwarded on to the Municipal Clerk for inclusion in an upcoming Council package.

**7. POLICY REVIEW**

- OP-09: Joining the Library

Review of this policy has been deferred to the February board meeting.

**8. COMMENTS, ANNOUNCEMENTS & OTHER BUSINESS:**

- A. Robinson discussed the upcoming OLA Super Conference – Boot Camp for Board Members.

**Action Item:** Dates and the itinerary for the bootcamp will be sent out to the board members. If there is interest in attendance, an OLBA membership will be acquired and enrolment in the Super Conference will take place so that interested board members can attend.

- A discussion took place regarding the possibility of hybrid meetings in the event that individuals can't make the meeting in-person.

**Action Item:**

B. King will attend the February board meeting via Zoom to determine the viability of hybrid meetings with our existing infrastructure.

**9. ITEMS FOR NEXT AGENDA**

GOV-07: Risk Management Plan  
OP-09: Joining the Library Policy

**10. ADJOURNMENT**

The meeting was adjourned at 5:17pm.

**Next Regular Meeting:** Wednesday February 15, 2023 @ 4pm.