

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

**PRESENT:**

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

**Staff:** A. Robinson, S. Adams

**ABSENT:** B. King

**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
- b. May 17th Meeting Minutes
- c. Monthly Financial Report
- d. CEO Report

A general discussion took place regarding the status of our accounts. S. Adams reached out to the Township to request an advance on our 2023 funds. A. Robinson will follow up with A. Noel at their next meeting.

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

**5. CORRESPONDENCE:**

A Robinson went over the letter from the Ministry for Seniors and Accessibility informing us of our successful application submitted to their Seniors Community Grant Program. We will be receiving \$13,063 towards our "Along for Ride in Mind, Body and Spirit" program.

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

**a. Chair Update**

Nothing at this time.

**b. 2023 Budget**

The cost of replacing the remaining lights in the library will be put in the 2023 capital budget. At this time the budget process has not begun. A new treasurer has recently started and the budget is one of her priorities.

**c. Salary Review**

The salary review portion of the overall project has now begun. A. Robinson will be attending the regular weekly meetings to remain informed of the process and any information needed from the Library.

**d. Robotics Computer Tables**

In order to accommodate the Lanark STEM Robotics programming, six mobile training tables will be purchased from the Healthy Communities grant. Should there be any overage, funds will come from reserve.

**7. POLICY REVIEW:**

- OP-04: Code of Conduct

Moved by L. Rickan and seconded by W. Stryde... "That the Lanark Highlands Public Library Board approves OP-04: Code of Conduct as presented." Carried.

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

None.

**9. ITEMS FOR NEXT AGENDA**

- 2022 Annual Report
- 2024 Budget (Initial Discussion)
- Policy Review: OP-13: Business Continuity Policy & Plan

**10. ADJOURNMENT**

Moved by S. Athrens and seconded by G. Drew... "That the meeting adjourn at 4:45pm." Carried.

**Next Regular Meeting:** Wednesday September 20, 2023 @ 4pm.