

OXFORD COUNTY LIBRARY BOARD MEETING MINUTES

Tuesday, September 17, 2024

Members Present: Councillor David Mayberry
Councillor Brian Petrie
Megan Blair
Katherine Grieve
Cynthia Lacroix

Members Absent: Chair, Julia Harris
Vice Chair, Laura Langford

Staff Present: L.M. Williams, CEO/Chief Librarian
L. Buchner, Director of Corporate Services

1. CALL TO ORDER

Oxford County Library meets in regular session this the seventeenth day of September, 2024 in Room 222, Oxford County Administration Building, Woodstock at 1:00 p.m.

RESOLUTION 1

Moved By: David Mayberry
Seconded By: Megan Blair

Whereas the Terms of Reference for the County of Oxford Library requires Board meetings to be conducted in accordance with the County of Oxford Procedural By-law No. 6268-2020 as amended;

And whereas, the Library Board has convened a meeting at 1:00 p.m. on Tuesday, September 17, 2024 in the absence of a Chair or Deputy Chair.

Now therefore be it resolved, that pursuant to Section 3.9 of the County of Oxford Procedural By-law, the Oxford County Library Board, represented by a quorum of the Board, hereby appoints Board Member Councillor Brian Petrie to be Chair of the meeting held on Tuesday, September 17, 2024.

DISPOSITION: Motion Carried

The meeting was called to order at 1:05 p.m. with Councillor Brian Petrie in the chair.

2. APPROVAL OF AGENDA

RESOLUTION 2

Moved By: David Mayberry
Seconded By: Megan Blair

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried



3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING

RESOLUTION 3

Moved By: Megan Blair

Seconded By: Cynthia Lacroix

Resolved that the Library Board minutes of August 21, 2024 be adopted.

DISPOSITION: Motion Carried

5. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

NIL

6. CONSIDERATION OF CORRESPONDENCE

NIL

7. REPORTS

7.1. 2024-37 Key Agenda Items and Policy Review Update (verbal report)

RESOLUTION 4

Moved By: David Mayberry

Seconded By: Megan Blair

That the Library Board receives Verbal Report 2024-37, Key Agenda Items and Policy Review Update for information and discussion.

DISPOSITION: Motion Carried

7.2. 2024-38 Librarian's Report

RESOLUTION 5

Moved By: Katherine Grieve

Seconded By: Cynthia Lacroix

That the Library Board receives Report 2024-38, Librarian's Report, for information and discussion.

DISPOSITION: Motion Carried

7.3. 2024-39 2025 Library Business Plan

RESOLUTION 6

Moved By: David Mayberry

Seconded By: Megan Blair

That the Library Board approves the 2025 Library Business Plan Goals and Objectives, as set out in Attachment 1 to Report 2024-39.

DISPOSITION: Motion Carried

7.4. 2024-40 CEO/Chief Librarian Performance Appraisal Policy Review and Update

RESOLUTION 7

Moved By: Megan Blair
Seconded By: Katherine Grieve

That the Library Board receives Report 2024-40, CEO/Chief Librarian Performance Appraisal Policy Review and Update, and approves the changes made to the policy as set out in Attachment 1.

DISPOSITION: Motion Carried

7.5. 2024-41 Annual Board Evaluation Policy Review and Update

RESOLUTION 8

Moved By: Cynthia Lacroix
Seconded By: David Mayberry

That the Library Board approves amendments to the Annual Board Evaluation Policy as set out in Attachment 1 with section C of the Self-Evaluation form adjusted to reflect changes as directed.

DISPOSITION: Motion Carried

8. UNFINISHED BUSINESS

NIL

9. MOTIONS

NIL

10. NOTICE OF MOTIONS

NIL

11. ENQUIRIES

Katherine Grieve asked for further information on library services in Oxford County prior to Oxford County Library's founding in 1965.

David Mayberry asked staff about the potential to make changes to the Ox on the Run vehicle to help customers recognize the bookmobile.

12. ADJOURNMENT

RESOLUTION 9

Moved By: Katherine Grieve
Seconded By: Megan Blair

Resolved that the Board meeting of September 17, 2024 be adjourned until the next meeting scheduled for October 15, 2024 at 1:00 pm at the Otterville Branch of the Oxford County Library.

DISPOSITION: Motion Carried at 2:20 p.m.

Original signed by

Julia Harris, CHAIR

Original signed by

Lisa Marie Williams, SECRETARY