

**OXFORD COUNTY LIBRARY BOARD  
MINUTES**

**April 20, 2020  
Virtual Meeting via Webex**

Member Present

Laura Langford  
Regina Smith  
Councillor David Mayberry  
Warden Larry Martin  
Councillor Don McKay  
Councillor Marcus Ryan

Staff Present

L. Buchner, Director of Corporate Services  
L. Miettinen, CEO/Chief Librarian

Members Absent

Julia Harris

**1. CALL TO ORDER**

1:06 p.m. with CEO/Chief Librarian, Lisa Miettinen in the chair.

**2. APPROVAL OF AGENDA**

RESOLUTION NO. 1

Moved By: David Mayberry

Seconded By: Larry Martin

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried

**3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

**4. NOMINATIONS FOR AND ELECTION OF CHAIR**

The CEO/Chief Librarian calls for nominations for Chair.

RESOLUTION NO. 2

Moved By: Don McKay

Seconded By: Larry Martin

Resolved that Marcus Ryan be nominated for the position of Chair.

DISPOSITION: Motion Carried

The CEO/Chief Librarian, Lisa Miettinen, calls for further nominations. Being none, the CEO/Chief Librarian calls for a motion to close nominations.

RESOLUTION NO. 3

Moved By: Larry Martin

Seconded By: Don McKay

Resolved that nominations for the position of Board Chair be closed.

DISPOSITION: Motion Carried

Marcus Ryan declared Chair of Oxford County Library Board.

**5. CHAIR PRESIDES OVER BALANCE OF MEETING**

**6. NOMINATIONS FOR AND ELECTION OF VICE-CHAIR**

The Chair calls for nominations for the position of Vice Chair.

RESOLUTION NO. 4

Moved By: Don McKay

Seconded By: Larry Martin

Resolved that David Mayberry be nominated for the position of Vice Chair.

DISPOSITION: Motion Carried

The Chair, Marcus Ryan, calls for further nominations. Being none, the Chair calls for a motion to close nominations.

RESOLUTION NO. 5

Moved By: Larry Martin

Seconded By: Don McKay

Resolved that nominations for the position of Vice Chair be closed.

DISPOSITION: Motion Carried

David Mayberry declared Vice Chair of Oxford County Library Board.

**7. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING**

7.1 December 16, 2019

RESOLUTION NO. 6

Moved By: David Mayberry

Seconded By: Don McKay

Resolved that the Library Board minutes of December 16, 2019 be accepted.

DISPOSITION: Motion Carried

- 8. **DELEGATIONS AND PRESENTATIONS**
- 9. **CONSIDERATION OF DELEGATIONS AND PRESENTATIONS**
- 10. **CONSIDERATION OF CORRESPONDENCE**
- 11. **REPORTS**

11.1 Statistics

RESOLUTION NO. 7

Moved By: David Mayberry

Seconded By: Larry Martin

Resolved that the Statistics for the three months ending March 31, 2020 be accepted.

DISPOSITION: Motion Carried

11.2 Financial Reports

RESOLUTION NO. 8

Moved By: Don McKay

Seconded By: David Mayberry

That the Financial Report for the three months ending March 31, 2020 be accepted.

DISPOSITION: Motion Carried

11.3 2020-01 Librarian's Report

RESOLUTION NO. 9

Moved By: Larry Martin

Seconded By: David Mayberry

That the Board receive Report No. 2020-01 for information and discussion purposes.

DISPOSITION: Motion Carried

- 12. **UNFINISHED BUSINESS**
- 13. **NOTICE OF MOTIONS**
- 14. **NEW BUSINESS / ENQUIRIES / COMMENTS**

The Chair asked staff to send a message thanking branch staff for the creative work they have been doing in their branch communities during this difficult time.

**15. CLOSED SESSION**

RESOLUTION NO. 10

Moved By: Don McKay  
Seconded By: David Mayberry

Resolved that the Oxford County Library Board rise and go into a Closed Session to consider Report No. (CS) 2020-02 regarding personal matters about an identifiable individual.

DISPOSITION: Motion Carried (2:06 p.m.)

Closed Session Ends 2:09 p.m.

RESOLUTION NO. 11

Moved By: Larry Martin  
Seconded By: Laura Langford

Resolved that Oxford County Library Board rise and reconvene in Open Session.

DISPOSITION: Motion Carried (2:09 p.m.)

**16. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSION**

RESOLUTION NO. 12

Moved By: David Mayberry  
Seconded By: Regina Smith

Resolved that the recommendation contained in Report No. (CS) 2020-02, be adopted.

DISPOSITION: Motion Carried

**14. ADJOURNMENT**

Library Board adjourns at 2:10 p.m.

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CHAIR

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SECRETARY