

**OXFORD COUNTY LIBRARY BOARD**  
**MINUTES**

**Oxford County Administration Building**  
**September 16, 2019**

Members Present      Chair John Lessif  
                                 Julia Harris  
                                 Warden Larry Martin  
                                 Councillor David Mayberry  
                                 Councillor Marcus Ryan

Members Absent      Vice-Chair Cathy Hamel  
                                 Councillor Don McKay

Staff Present              L. Buchner, Director of Corporate Services  
                                 L. Miettinen, CEO/Chief Librarian  
                                 C. McLaren, Branch Services Librarian  
                                 B. St. Clair, Recorder/Administrative Support Coordinator

**1.      CALL TO ORDER**

1:02 p.m. with John Lessif in the chair.

**2.      APPROVAL OF AGENDA**

RESOLUTION NO. 1

Moved By:      Marcus Ryan  
Seconded By: David Mayberry

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**

4.1 August 12, 2019

RESOLUTION NO. 2

Moved By: Larry Martin  
Seconded By: David Mayberry

That the Library Board minutes of August 12, 2019 be accepted.

DISPOSITION: Motion Carried

**5. DELEGATIONS AND PRESENTATIONS**

NIL

**6. CONSIDERATION OF DELEGATIONS AND PRESENTATIONS**

NIL

**7. CONSIDERATION OF CORRESPONDENCE**

NIL

**8. REPORTS**

8.1 2019-14 Chair's Report

RESOLUTION NO. 3

Moved By: David Mayberry  
Seconded By: Marcus Ryan

That the Board receive Report No. 2019-14 for information and discussion purposes.

And further, that the recommended appointments to the Finance committee and the three Tactical committees be approved as follows:

Board Finance Committee: Lessif, Martin (ex officio), Mayberry, Ryan, Buchner, Miettinen

Tactic #1 Committee: Lessif, Martin (ex officio), Mayberry, Hamel, Miettinen

Tactic #2 Committee: Lessif, Martin (ex officio), McKay, Ryan, Harris, Miettinen

Tactic #3 Committee: Lessif, Martin (ex officio), Ryan, McKay, Mayberry, Miettinen

DISPOSITION: Motion Carried

8.2 2019-15 Librarian's Report

RESOLUTION NO. 4

Moved By: David Mayberry

Seconded By: Larry Martin

That the Board receive Report No. 2019-15 for information and discussion purposes.

DISPOSITION: Motion Carried

In order to better capture the volume and nature of branch activity, staff will consider how to implement additional tracking tools in branches, to gain meaningful information.

8.3 2019-16 2020 Library Business Plan Goals and Objectives

RESOLUTION NO. 5

Moved By: Marcus Ryan

Seconded By: Larry Martin

That the Oxford County Library Board approve the 2020 Business Plan goals and objectives as set forth in Report No. 2019-16, with additions and amendments to reflect Board discussion points.

DISPOSITION: Motion Carried

**9. UNFINISHED BUSINESS**

NIL

**10. NOTICE OF MOTIONS**

NIL

**11. NEW BUSINESS / ENQUIRIES / COMMENTS**

NIL

**12. CLOSED SESSION**

NIL

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

NIL

**14. ADJOURNMENT**

Library Board adjourns at 3:05 p.m. until the next meeting scheduled for October 21, 2019 at 1 p.m. at the Oxford County Administration Building.

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CHAIR

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SECRETARY