

**OXFORD COUNTY LIBRARY BOARD****MINUTES****September 21, 2020****Council Chamber, Oxford County Administration Building, Woodstock**

Members Present      Chair Marcus Ryan  
                                 Vice-Chair David Mayberry  
                                 Warden Larry Martin  
                                 Laura Langford  
                                 Regina Smith

Staff Absent              Councillor Don McKay

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

**1. CALL TO ORDER**

1:00 p.m. with Marcus Ryan in the chair.

**2. APPROVAL OF AGENDA****RESOLUTION NO. 1**

Moved By:    Larry Martin  
Seconded By: Laura Langford

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 17, 2020

**RESOLUTION NO. 2**

Moved By:    Regina Smith  
Seconded By: Laura Langford

Resolved that the Library Board minutes of August 17, 2020 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 Statistics

RESOLUTION NO. 3

Moved by: David Mayberry

Seconded by: Regina Smith

That the statistics for the seven months ending August 31, 2020 be accepted.

DISPOSITION: Motion Carried

8.2 Financial Reports

RESOLUTION NO. 4

Moved By: Larry Martin

Seconded By: Regina Smith

That the COVID-19 Monthly Financial Update be accepted.

DISPOSITION: Motion Carried

8.3 2020-18 Librarian's Report

RESOLUTION NO. 5

Moved By: David Mayberry

Seconded By: Regina Smith

That the Board receive Report No. 2020-18 for information and discussion purposes.

DISPOSITION: Motion Carried

8.4 2020-19 Programming Survey Comments

RESOLUTION NO. 6

Moved By: David Mayberry  
 Seconded By: Laura Langford

That Report No. 2020-19 entitled "Programming Survey Comments" be received for information and discussion purposes.

DISPOSITION: Motion Carried

8.5 2020-20 2021 Library Business Plan Goals and Objectives

RESOLUTION NO. 7

Moved By: David Mayberry  
 Seconded By: Regina Smith

1. That the Oxford County Library Board approve the 2021 Business Plan goals and objectives as set forth in Report No. 2020-20.

DISPOSITION: Motion Carried

**9. UNFINISHED BUSINESS**

NIL

**10. NOTICE OF MOTIONS**

NIL

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

L. Buchner outlined the process for conducting the annual CEO Performance Appraisal. A sub-committee of the Board for this purpose will consist of Chair Marcus Ryan and Board member Laura Langford.

**12. CLOSED SESSION**

NIL

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

NIL

**14. ADJOURNMENT**

Library Board adjourns at 2:06 p.m.

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CHAIR

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SECRETARY