

Fort Frances Public Library Technology Centre
Board Meeting Minutes
April 20, 2022

The meeting of the Fort Frances Public Library Board was in the Shaw Community Hub
and via Teams on Wednesday April 20, 2022 at 3:30 p.m.

Board members in attendance: Michael Behan, Robin Dennis, Andrew Hallikas, Janet Lambert, Robert Schulz

Board members in attendance via Teams: Sheri De Gagné

Staff in attendance: CEO/Secretary – Treasurer, Joan MacLean

1. Declaration of Conflict of Interest - There were no conflicts of interest.

2. Approval of the Agenda

MOTION#2022-13: Andrew H. moved to approve the agenda of the April 20, 2022 Library Board meeting.

Seconded by Janet L.

Carried.

3. Consent Agenda

a. Minutes of Previous Meetings

b. Financial Reports

c. CEO Report

MOTION#2022-14 Motion to approve consent agenda with CEO to check on Financial – Donation listed twice and find more information on the increase to the Electrical account made by Robert S.

Seconded by Michael B.

Carried.

4. Business Arising from Minutes

a. Enbridge/HVAC Repairs

The CEO informed the board that the ice plant that supplies the library with heat is going to be shut down in the next few days. Due to the low temperatures currently being experienced, the boilers may have to be turned on which will result in a higher gas bill until the temperature increases.

5. Items for Action/Discussion

a. Board Legacy Document

The CEO displayed the amalgamated document of the third set of questions on the screen. Due to staff absences for COVID and training, the excel spreadsheet is not ready for presentation at this time.

6. Strategic Plan Report Card

- a.** Employee Training Opportunities – the CEO discussed the latest training opportunities that staff are being sent according to the strategic plan.

7. Communication between Staff and Board

- a.** Extension on Strategic Plan completion due to COVID
- i.** The board agreed that the staff and CEO should have the opportunity to bring this strategic plan to completion now that COVID restriction will allow for more interaction with patrons.

8. Information Items

Friends of the Library meeting moved to 11 a.m. on Thursday April 21, due to Shaw Room Conflict

9. Adjournment and stating of next meeting date.

MOTION#2022-15 Motion to adjourn @ 4:10 p.m. made by Andrew H.
Seconded by Sheri D.

Carried.

Next meeting – Wednesday, May 18, 2022 @3:30 p.m.