

**Cobourg Public Library Board**  
**MINUTES**

**September 15, 2021, 7:00 p.m.**  
**Electronic Participation**

Members Present: Kevin Caldwell  
Councillor Pat McCourt  
Joanne Hearst  
Simon Chorley  
Marian Neill  
Ken Williamson

Members Absent: Jennifer Gillard  
Councillor Adam Bureau

Staff Present: Tammy Robinson, CEO  
Kate Davis, Manager of Public Services  
Heather Viscount, Manager of Support Services  
Jocelyn Gard, Administrative Coordinator

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**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

A quorum was established.

**2. TRADITIONAL LAND ACKNOWLEDGEMENT**

**3. APPROVAL OF THE AGENDA**

Moved by P. McCourt, seconded by M. Neill, that the Agenda be approved as amended to include *7.2 Defibrillators*. Carried.

**4. DISCLOSURE OF PECUNIARY INTEREST**

None declared.

**5. STANDARD AGENDA ITEMS**

Moved by P. McCourt, seconded by J. Hearst, that the Standard Agenda Items be accepted as presented. Carried.

**5.1 Minutes of August 18, 2021 Meeting**

**5.2 CEO Report**

**5.3 August 2021 Financials**

**6. BUSINESS ARISING**

**6.1 COVID-19**

1) Proof of Vaccination requirements as of September 22, 2021

Libraries have not been identified as a setting where proof of vaccination is required.

However, Gores Landing and Bewdley, may be impacted by the regulations, as they are in a rental space, and a recreation centre, respectively.

Information was received yesterday that seems to clarify that the regulations may not be applicable to Libraries in a recreational facility for individuals who are solely entering the centre to access the Library the patron is not required to show proof of vaccination. This would help with the Bewdley branch.

Gores Landing is a rental facility, however during the time that the facility is being rented for the purposes of providing library service, patrons are not required to provide proof of vaccination.

Clarification has been received from the Ministry of Tourism Culture and Sport.

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The Town of Cobourg is currently working towards a vaccination policy for Town of Cobourg employees.

There are a number of libraries in Ontario that have passed a vaccination policy for their employees.

Recommendation from T. Robinson is to create a vaccination policy for employees of the Cobourg Public Library, using the Town of Cobourg's vaccination policy for employees as a framework.

**6.2 Closures: 2021 & 2022**

Moved by P. McCourt, seconded by K. Williamson, that the revised 2021 and 2022 closures be approved as presented. Carried.

**6.3 Budget 2022**

The budget has been submitted to the Town of Cobourg staff.

The budget presentation to council is currently being prepared.

**7. NEW BUSINESS**

**7.1 Appointment of CEO Performance Appraisal Committee**

Moved by K. Williamson, seconded by J. Hearst, to appoint M. Neill and P. McCourt, along with Board Chair Kevin Caldwell, to the CEO Performance Appraisal committee. Carried.

**7.2 Defibrillator**

Northumberland County has ceased inspecting defibrillators for municipalities.

The Library's defibrillator is taken care of by the Town of Cobourg.

T. Robinson will ensure that the defibrillator is being inspected regularly.

**8. CORRESPONDENCE**

None.

**9. CLOSED SESSION**

None.

**10. ADJOURNMENT**

The meeting adjourned at 8:00 p.m.