

Cobourg Public Library Board

MINUTES

November 18, 2020, 7:00 p.m.

Electronic Participation

Members Present: Kevin Caldwell
Diana Cleland
Councillor Pat McCourt
Councillor Adam Bureau
Joanne Hearst
Simon Chorley
Marian Neill

Members Absent: Jennifer Gillard
Ken Williamson

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

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

Moved by A. Bureau, seconded by M. Neill, that the Agenda be approved as presented. Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. STANDARD AGENDA ITEMS

Moved by D. Cleland, seconded by M. Neill, that the Standard Agenda Items be approved as presented. Carried.

4.1 Minutes from October 21, 2020 Meeting

4.2 CEO Report

4.3 October 2020 Financials

5. BUSINESS ARISING

5.1 COVID-19

CEO T. Robinson is continuing to monitor the situation. There are no updates or changes at this time.

5.2 Facilities

Flag at the Library

There currently is not a flag on the flagpole at the Library. The tree interferes with the flag flying properly. The flag and flagpole is the responsibility of the Town of Cobourg, and the Town is currently exploring alternatives for flying a flag on the property the Library sits on. More information regarding this situation will be shared at a future meeting.

Memorandum of Understanding between Cobourg Public Library & Town of Cobourg

The first draft of the MOU was shared with the Board at this meeting. The Board will be meeting on December 16 to specifically discuss the MOU.

6. NEW BUSINESS

6.1 CEO Evaluation

Moved by P. McCourt, seconded by A. Bureau, to extend T. Robinson's employment contract until the CEO performance evaluation is completed, not later than March 31, 2021. Carried.

6.2 Board Policy Reviews

The Board Policy Review committee will be meeting at the end of November to review policies that have not been brought forward as intended in 2021. The resulting proposed policy changes will be brought to a future board meeting.

6.3 Town of Cobourg Service Delivery Review

Information regarding the Town of Cobourg Service Delivery Review was shared, particularly how well the Library was represented in the Review.

7. CORRESPONDENCE

None.

8. CLOSED SESSION

None.

9. ADJOURNMENT

The meeting adjourned at 7:55 p.m.