

Cobourg Public Library Board
MINUTES

March 17, 2021, 7:00 p.m.
Electronic Participation

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

Members Absent: 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. TRADITIONAL LAND ACKNOWLEDGEMENT

The Town of Cobourg respectfully acknowledge that we are located in the traditional and treaty territory of the Michi Saagiig (Mississauga) and Chippewa Nations, collectively known as the Williams Treaties First Nations, which include: Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations.

The Town of Cobourg respectfully acknowledge that the Williams Treaties First Nations have been stewards and caretakers of these lands and waters, and that today remain vigilant over their health and integrity for generations to come. We are all Treaty people.

3. APPROVAL OF THE AGENDA

Moved by J. Gillard, seconded by P. McCourt, that the Agenda be approved as presented. Carried.

4. DISCLOSURE OF PECUNIARY INTEREST

None declared.

5. STANDARD AGENDA ITEMS

Moved by P. McCourt, seconded by A. Bureau, that the Standard Agenda Items be approved as presented. Carried.

5.1 Minutes from February 17, 2021 Meeting

5.2 CEO Report

5.3 Financials - February 2021

6. BUSINESS ARISING

6.1 COVID-19

Library staff are currently researching the isolation period for returned items timeline. Currently items are isolated for a minimum of 72 hours. A 24 hour isolation period is favourable, as per the current research. Many libraries in Ontario have moved to an isolation period of 24 hours in recent weeks.

7. NEW BUSINESS

7.1 Board Policy 3.5 Monitoring Executive Performance

Moved by P. McCourt, seconded by M. Neill, that the Board Policy 3.4 Monitoring Executive Performance be approved as presented. Carried.

7.2 MOU Between Town of Cobourg and Cobourg Public Library

The Board received the revised Draft MOU document from Town of Cobourg staff. While some changes were noted, the lack of feedback on the two items the Board specifically requested to be removed (see below) was disappointing.

CEO T. Robinson will pursue further information regarding documents specifically mentioned in the MOU (insurance information for users of the Rotary Room, as well as the relevant policies mentioned in the document.). Once further information is obtained, T. Robinson will arrange a meeting with Tracey Vaughn, CAO of the Town of Cobourg. If the

meeting is not productive, then a full meeting will be called with the MOU committee.

From original document:

Throughout the term of this agreement the Library is responsible for ensuring that they obtain insurance certificates from any outside group or organization who wishes to use the space known as the library for an event or activity which is directed or controlled by that group. The insurance certificate must include commercial general liability insurance of no less than \$2 Million Dollars and must name both the Corporation of the Town of Cobourg and the Cobourg Public Library as additional insureds.

Page 4, The Library covenants with the Town:

1) To accept the facility in the current condition as of this date;

8. CORRESPONDENCE

None.

9. CLOSED SESSION

9.1 CEO Performance Evaluation

Moved by P. McCourt, seconded by A. Bureau, to move the meeting *in camera* due to Section 16.1(4)(b) of the Public Libraries Act, R.S.O. 1990, c. P.44, regarding personal matters about an identifiable individual. Carried.

Moved by A. Bureau, seconded by J. Gillard, to move the meeting *ex camera*. Carried.

Moved by S. Chorley, seconded by J. Gillard, that the employment of CEO Tammy Robinson be extended for 2021. Further, that the Board extends gratitude to the CEO for her exceptional leadership during 2020 and the COVID-19 pandemic. Carried.

10. ADJOURNMENT

The meeting adjourned at 8:12 p.m.