

**Fort Frances Public Library Technology Centre  
Board Meeting Minutes  
March 23, 2022**

The meeting of the Fort Frances Public Library Board was in the Shaw Community Hub  
and via Teams on Wednesday March 23, 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#2022-09:** Robert S. moved to approve the agenda of the March 23, 2022 Library Board meeting.

Seconded by Andrew H.

**Carried.**

**3. Consent Agenda**

**a. Minutes of Previous Meetings**

**b. Financial Reports**

**c. CEO Report**

**MOTION#2022-10** Robert S. moved to approve the Consent Agenda with change to the order of columns presented in the financial report as of the March 23/22 meeting.

Seconded by Janet L.

**Carried.**

**4. Business Arising from Minutes**

**a. Enbridge/HVAC Repairs**

Short discussion regarding another lower Enbridge bill received for March.

**5. Items for Action/Discussion**

**a. Masking Policy/Incident Report**

The CEO updated the board on the incident report included in the board package that was completed due to an incident with a patron refusing to wear a mask. The

CEO outlined the reasons for requesting to reinstate the library's Mandatory Mask policy. Most of our patrons are older adults or children under five. The library is empowered, under section 23 of the Ontario Public Libraries Act, to make rules regarding use of, and admission to the Library.

**MOTION#2022-11:** Motion to approve continuation of mandatory masking policy, to be reviewed monthly as per advice/recommendations by the NWHU made by Sheri D.

Seconded by Andrew H.

**Carried.**

**b. Board Legacy Document**

The CEO displayed the amalgamated document of the second set of questions on the screen and a discussion on how to proceed with the rest of the questions followed. The CEO will present an excel spreadsheet with similar comments grouped together so the writing of the final document can begin.

**6. Strategic Plan Report Card**

**a.** Employee Logs

**b.** Contact List

The CEO presented the updated report card along with some internal documents devised to assist with achieving Strategic Plan goals and answered questions regarding some of the previous progress made on the Strategic Plan report card.

**7. Communication between Staff and Board**

**a.** None.

**8. Information Items**

Friends of the Library Meeting minutes

**9. Adjournment and stating of next meeting date.**

**MOTION#2022-12:** Motion to adjourn @ 4:32 p.m. made by Andrew H.

Seconded by Mike B.

**Carried.**

**Next meeting – Wednesday, April 20, 2022 @3:30 p.m.**