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| **Board Member Attendance** |  | **Board Member Attendance** |  |
| Anne Coleman - Chair | P | Colette Freeman - Director | P |
| Vic Bodnar – Municipal Rep. | A | Sherry Burke - Director | P |
| Valerie Loney - Director | P | Miranda Mitchell - Director | A |
| Kristena Schutt – Moore - Director | A | **Guest Attendance** |  |
| Rod Moffitt - CEO | P |  |  |
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| **#** | **Description/Action Required** | **Responsibility** |
|  | **Call to Order** | **Chair** |
| **1** | **Approval of Agenda**That the Agenda be approved as presented. | **Board & Staff****Resolution #****19-39** **M: Colette Freeman****S: Valerie Loney****All in Favour. Carried.** |
| **2** | **Declaration of Conflict of Interest - None** | **Board & Staff** |
| **3** | **Minutes**That the Minutes from the Thursday, October 17th Board meeting be accepted as presented. | **Board & Staff****Resolution # 19-40** **M: Valerie Loney****S: Colette Freeman****All in Favour. Carried.** |
| **4** | **Business Arising from Minutes - None** | **Board & Staff** |
| **5** | **Reports** | **Board & Staff** |
| **a** | **CEO*** **November Calendar of Events (on website)**
* **November Cultural Report (on website)**

 | **CEO** |
| **b** | **Secretary – signed some thank you cards to donors** | **CEO** |
| **c** | **Treasurer*** **Budget 2020**
* **Motion to be made to transfer up to $1026.13 from the ‘Reserve for Library DVD Pool Administration’ to cover Purolator expenses related to the movement of the DVD pools.**
* **Motion to be made to transfer up to $500.00 from the ‘Reserve for Library DVD Pool Administration’ to cover processing of new DVDs for each pool block.**
* **Rod will contact Peggy Malcolm regarding the huge increase in WSIB rates to see if anything can be done about it.**
 | **Board & Staff****Resolution #** **19-41****M: Anne Coleman****S: Colette Freeman****All in Favour. Carried.****Board & Staff****Resolution # 19-42** **M: Valerie Loney****S: Sherry Burke****All in Favour. Carried.** |
| **d** | **Committee** | **Board** |
| **e** | **Trustee – Anne is planning to attend the OLA boot camp on February 1st in Toronto.** | **Board** |
| **f** | **Council** | **Municipal Rep.** |
| **6** | **Strategic Plan** * **Valerie will send a copy of the new strategic plan to Rod**
 | **Board & Staff** |
| **7** | **Policies*** **Amendment of HHPL Policies GOV-04 (Committees of the Board), GOV-05 (Policy Development) and GOV-06 (Planning) for the Wednesday, November 27th Board meeting.**
* **Review HHPL Policies GOV-07 (Finances), GOV-08 (Board Advocacy), and GOV-09 (Evaluation of the CEO) for the Thursday, December 12th Board meeting.**
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| **8** | **New Business*** **Concern about a book in the library – Rod will contact the patron regarding this concern.**
* **Christmas holiday hours – The Library will be closed from Monday, December 23rd , 2019 to Wednesday, January 1st, 2020.**
* **Proposal for ‘Long Talks in the Woods’ series was presented. The sponsoring group has agreed to pay the library for two staff during the time of the presentations.**
* **Christmas 2020 hours were touched upon. The Library Board will revisit this in the fall of 2020.**
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| **9** | **Other Business*** **Student bursary update – Rod has given bursary information to both funeral homes. He will be giving opportunity at the murder mystery for people to donate.**
* **Murder mystery update – Plans for the evening were reviewed. Board members stayed behind after the Board meeting to help with decorations.**
* **Rod reviewed the fireplan for the Murder mystery evening. Rod, Colette and Sherry were the fire safety representatives for the evening of the Murder mystery.**
 | **Board & Staff** |
| **10** | **Next Meeting Date: Thursday, December 12th, 2019 at 9:00 am in the Program Room** | **Board & Staff** |
| **11** | **Adjournment at 10:47 am**  | M: Anne Coleman |
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