



# TOWN OF PELHAM PUBLIC LIBRARY

## LIBRARY BOARD MEETING MINUTES

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**OUR MISSION:** The mission of the Pelham Public Library is to engage, encourage and enrich our community.

### MINUTES OF JANUARY 22, 2020 SPECIAL MEETING OF THE PELHAM PUBLIC LIBRARY BOARD

Time: 5:30 p.m.

**Location:** Festival Room, Fonthill Branch, Fonthill

**Present:** Tim Wright, Donald Brown, Gwendoline MacDougall, Nicole Nolan, Gail Pepper, Catherine McPherson, Madison Smith

**Staff:** Amy Guilmette (Acting CEO, minutes)

**With Regrets:** Councillor Marianne Stewart

**On Leave:** Greg Lewis

#### 1. Call to Order

- The meeting was called to order at 5:30 p.m. by T. Wright.

#### 2. Elections

##### 2.1 Election of the Chair – led by CEO

- Nicole Nolan was nominated by C. McPherson for the position of Board Chair, seconded by D. Brown. N. Nolan indicated that she would let her name stand for Board Chair.
- Moved by T. Wright, seconded by G. MacDougall  
**THAT the nominations for Board Chair be closed. CARRIED.**
- N. Nolan accepted the position to serve as the 2020 Chair for the Pelham Public Library Board and thanked Tim Wright for his many years of service as the Board Chair.

##### 2.2 Election of Vice-Chair

- Donald Brown was nominated by G. MacDougall for the position of Board Vice-Chair, seconded by C. McPherson. D. Brown indicated that he would let his name stand for Board Vice-Chair.
- Moved by M. Smith, seconded by G. MacDougall  
**THAT the nominations for Vice-Chair be closed. CARRIED.**
- D. Brown accepted the position to serve as the 2020 Vice-Chair for the Pelham Public Library Board.



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### 2.3 Committee Appointments

- N. Nolan requested that that the Board, due to time constraints, wait to appoint committee members until the next board meeting, the only exception being the Finance Committee, as it will require a meeting in the next few weeks.
- Moved by M. Smith, seconded by C. McPherson  
**That the Board will set committee appointments for the following committees: Personnel, Policy, Seniors Advisory and the Pelham Art Festival at the February Library Board meeting.**
- **Finance Committee** – Donald Brown, Tim Wright, Greg Lewis, Nicole Nolan (as Board Chair)

### 3. Approval of the Agenda

- Moved by T. Wright, seconded by G. MacDougall  
**That the agenda for the Special Board meeting of January 22, 2020 be approved and reports and correspondence listed on the agenda be received for discussion/action. CARRIED.**

### 4. Conflict of Interest Declarations

- None.

### 5. Resolution to Move to Closed Session

- Moved by D. Brown, seconded by M. Smith  
**That the Board now move into closed session for reasons permitted under the Public Libraries Act RE: discussion of matters about an identifiable individual. CARRIED.**

### 6. Rise From In Camera

- Moved by G. Pepper, seconded by N. Nolan  
**That the Board now move out of closed session at 5:40 p.m. with report.**

Moved by G. MacDougall, seconded by C. McPherson

**That the Board accept Greg Lewis' back to the Library Board after a two month leave of absence. CARRIED.**



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### 7. Adjournment

- Moved by D. Brown

That the Library Board meeting of January 22, 2020 be adjourned at 5:42 p.m. CARRIED.

The foregoing minutes were approved by the Town of Pelham Public Library Board on

Feb. 19, 2020

(date)

Amy Guilmette, Secretary

Nicole Nolan, Chair