

Present

- Maureen Sly Havey
- Bill Skinner
- Neil Salminen
- Megan Postin
- Elizabeth Stewart
- Joan Cardiff
- Lynn Grinstead
- Karen DeLuca, Chief Librarian

1. Chair Maureen Sly Havey called the meeting to order at 6:02 pm
2. Agenda
 - Motion 2017-18 Moved by Lynn Grinstead, seconded by Joan Cardiff that the Agenda of the special meeting be approved as circulated - carried**
3. No declarations of conflict of interest
4. Governance Policy Review
 - Page 5 – bullet 1 – change approval to development; change strategic priorities to Strategic Plan
 - Page 6 – check revision date for reference to OPLA vision plan and amend accordingly.
 - Page 8 – change Strategic Priorities to Strategic Plan
 - Page 9 – update mission statement and goals
 - Page 10 – remove appendix A
 - Page 11 – Strategic Priorities to Strategic Plan
 - Page 12 –
 - Bullet 1: Developing and approving the mission, values and strategic plan of the organization on a 3 year cycle
 - Bullet 2: Monitoring the progress of initiatives as identified in the Strategic Plan
 - Bullet 7: advocating to funding sources
 - Page 14 – consult with SOLS re: length of term
 - Page 15 – as edited previously
 - Page 18 – closed sessions do not need to be communicated to the Town Clerk.
 - Page 19 – The chair may, with the agreement of the Board, request the resignation of a board member if any of the following:
 - A board member resigns by notice in writing to the Board Chair
 - (meeting attendance as per revised meeting policy – amended November 2016)
 - The Board member fails to fulfill the duties and responsibilities as defined by Board Policy
 - If the member is convicted of an indictable offense
 - If the member is incapacitated and unable to fulfill her or her duties
 - If the member ceases to be qualified in terms of citizenship, residency or employment (Public Libraries Act 10.1)
 - Page 23 – inclusion of Vice Chair position
 - Page 25 – under bullet 4 replace president with Chair
 - Page 28 – under municipal add item f) insurance
 - Page 30 – replace annual planning cycle with Financial cycle (budgeting)

- Page 35 – Strategic priorities to Strategic plan
- Page 36 – edit to reword the negative clauses to positive points
- Page 37 – Reference purchasing policy under bullet 4; Reference Investment policy under bullet 5
- Page 40 – reference purchasing policy
- Page 41 – edit Internet use to include all technologies
- Throughout Board Policy document replace “Town” with “Arnprior Municipal Council”

The Chief librarian will edit the entire document and reformat to update the Board Governance Policy Handbook with the same format as the Board Policies. The complete document will be prepared for the September 2017 meeting.

5. Adjournment – **Motion 2017- 19 Moved by Neil Salminen, seconded by Megan Postin that the Special Meeting of May 17, 2017 be adjourned at 6:59 pm – carried.**