

Queen's University Library
Joint Health and Safety Committee

DATE: December 11, 2024

TIME: 11am

Present: Nancy P, Dianne C, Doug O, Rachael M, Nathalie S.

1. Approval of agenda
Agenda approved
2. Approval of minutes: [November 21, 2024](#)
3. Minutes approved
4. Business Arising

No business arising
5. Other/New Business
6. Safety Officer's Report
 - Injury reports
No injury reports
 - Security reports
 - Nathalie reported a white board that was defaced at Education. Campus Security has been notified. Nathalie will request a new whiteboard from Nancy.
7. Reports from Members
 - Inspection of Douglas by Rachael and Doug was completed. Nancy reminded us that reports need to be sent to the area managers (e.g. Douglas: Mike White, Brianna Storms and possibly Brendan Edwards / AUL if Jordan is included)
 - Slight change in area inspections: Nathalie and Barbara K will inspect Archives; Nancy and Kate will inspect Education.
8. Next meeting
 - February 6, 11am. Chair: Dianne, Minutes: Doug