



AUGUSTA TOWNSHIP PUBLIC LIBRARY
Enhancing our Community through Learning, Leisure and Literacy

Minutes of Library Board Meeting:

November 21, 2017

Attendance: Fran Wright (Chair), Jack Tennant (Vice-Chair), Daphne Thornhill (Treasurer), Gary Thornhill, Marg Buckler,

Guest: Bill Buckler

Council Rep: Adrian Wynands

Staff: Angie Knights CEO Library

Regrets: Amy Mackie, Michelle Nel

1. Call to order: 7:01
2. Approval of Agenda (Adrian/Marg CARRIED)
3. Conflict of Interest: None
4. Delegations: None
5. Minutes of Preceding Meeting (Daphne/Fran CARRIED)
6. Review of Action Items:
 - well check Carried to next meeting
 - Wish list for Fund Raising & grants Gary made a list and submitted the list to Fran, New windows for old school section added to list
 - Angie looked into Library Conference for staff, no funding to cover cost of conference except for Travel.
 - Angie has made the Policy changes for the Library items 1 to 12
 - Collective Agreement received; Moved by Gary/Fran that we accept the Union Contract/ (Carried)
 - Budget reviewed
 - SOLS is not sure what next years budgets will be, but most likely same as this year
 - Wheel chair access buttons were looked at by Wiltse and they are waiting for parts
 - Consumers Reports is expensive and can not have whole Library available with current set up by Consumers on-line system
7. Correspondence: None
8. Chairperson's Remarks: Board is losing two members Amy & Michelle.

9. Council Representative's Remarks: Council donated the Legion Roll of honour books to Library that the Legion gave to the Township. Budget meetings have started
10. Treasurer's Report:: Expenses very close to Budget. Fund raising now at \$1600.00 Moved by Daphne/Marg (Carried)
11. CEO's Report: November 28 10: AM planning day for next years Events. Moved Jack/Daphne - Carried

12. Committee Reports:

- a. Building & Property:
 - b. Finance: Reserves to put in as line in the Budget for all Library Future Capital expenditures. Proposed the line item for Reserves should be \$5000.00 to a maximum of \$25000.00. Gary to fix budget and send to all members. Township budget meeting Monday November 27, 2017
 - c. Items c to g left to next meeting
 - d. Personnel:
 - e. Policy & Planning: Angie to send out copy of Audit report to all members
 - f. Public Relations: .
 - g. Strategic Planning.
 - h. Technology:
 - o Microsoft Problem being searched seems to be an update problem
 - o Noted the internet has been very slow.
 - o Gary to look into getting the Internet dish repointed
 - o Network problems slow system Problems with Library book returns and sign outs
13. New Business: Left to next meeting
14. Next meeting: December 19 at 6:00 PM at Fran's Home 8274 Klitbo Road, RR2 North Augusta
15. Adjourned at 8:58 pm (Daphne/Marg CARRIED)

List of Action Items:

Adrian/Angie: Well check
 Jack: Wheel Chair access buttons to be repaired by Wiltse's
 Gary: Budget
 Angie: Planning Day
 Angie Audit Report
 Gary: Software Problems and Internet speed
 Fran: New members

Chair _____

Secretary _____