



Enhancing our community through Learning, Leisure and Literacy

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## Minutes for Library Board Meeting

**Meeting Date:** Occtober 13<sup>th</sup> , 2015

**Present:** Jacquie Kelly, Greg Morrison, Fran Wright, Daphne Thornhill, Gary Thornhill, Pauline Cyr, Margaret Buckler.

**Regrets:** Adrian Wynands, John Houston, Huguette Messier

**Staff:** Angela Knights (CEO)

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**1. Call to order:**

The meeting was called to order by the Chair(Jacquie) at 1905.

**2. Approval of the agenda:**

Added computer courses, display sign and poster stand, inter-library loans and removed CEO goals.

Moved (Daphne/Gary) to approve the revised agenda. Carried.

**3. Declaration of any conflict of interest:**

None

**4. Delegations:**

None

**5. Minutes of the preceding meeting:**

Moved(Fran/Marg). Carried.

**6. Business arising from the minutes:**

Angie called Stinsons regarding setting up new propane tanks for us. They are to call back. SOLS is to continue the DVD pool. Someone else has taken it over and we will continue to participate.

Angie would like to keep some of the e-resources that we will be losing that was funded by grants and Angie has some of the pricing. Ancestry library (\$357.00), Novelist (\$620.00), and is waiting for pricing from Tumble. Angie has asked for monies to fund these e-resources. A motion was put forward as follows: We will authorize Angie to spend to a maximum of \$1000.00 before taxes to purchase above mentioned e-resources. Tumble library will be purchased at a later date. Moved Gary/Pauline. Carried.

Lego club is still running every Saturday and we have about 5-6 kids. This is to be added to our facebook page by Gary.

The museum passes information is to be added to facebook by Gary as well.

Letter was written to P&G for the Silent Auction donations by Angie and Gary will pick up the products.

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Lynda Mckittrick brought in her picture for her up and coming award.  
The hang-ups and trophy plates have been ordered for Volunteer Appreciation Night.

**7. Correspondence:**

None.

**8. Chairperson's Report:**

None.

**9. Treasurer's Report:**

We are at 77% of the fiscal year with total operating revenues at 66% and total operating expenditures at 66%.

Moved (Daphne/Greg). Carried.

**10. Chief Executive Officer's Report:**

6 new members.

Schoolhouse revenues are higher than normal as several renters paid months in advance.

Oct 3<sup>rd</sup> was Little Rays and 48 kids were present

**11. Committee Reports:**

**Building and Property:**

Ron Ball Refrigeration came to look at the furnace and fixed it. We discussed and agreed to a yearly inspection of HVAC products. Angie to call.

Little stove and fan adjusted by Ron Ball. Luckily no parts needed replacing.

Old Mail boxes still not finished.

New light set for over the front desk still to be purchased by Angie and John to install.

A patron ran into the stonework and a pipe at the walkway damaging both. Angie found out who it was and spoke to her. She will pay for the costs of repair. Gary to get pricing.

**Finance:**

None

**Fund Raising:**

Electronic signage needed for the Silent Auction; the one at the Township Office and the one in North Augusta. Fran to contact.

Jacque spoke to persons at MERC Hall in Maitland and they will post any info needed and we will reciprocate.

P&G products are to be grouped together, have pictures taken, wrapped and then only pictures brought in for the Auction until the last day.

**Future Planning:**

No report.

**Personnel:**

Individual performance evaluations handed out to every board member to complete and return to Jacque before next month's board meeting.

Staff have been working sick as there is no one to replace them.

**Policy and Planning:**

Strategic Planning – Gary discussed the option of a joint county library system. This would mean most boards would be dissolved and 1 major board would cover all the libraries under their umbrella. Could include a mobile book station.

AODA (assistance for Ontarians with disabilities act) – we need a policy before the end of December 2015. We can piggyback into the township’s and check Trillium samples. This has been referred to the P&P committee and they will return to the board in November with a Draft policy for review.

**Public Relations:**

Volunteer Appreciation night is all organized. Angie to send out invitations.

Dreamers and Doers placques are ordered. Linda has been here for 25 yrs and Jacquie will purchase a card and donate a painting of the library as a gift and Angie will get it framed.

Angie to send Pillars of Strength list to Gary.

Angie had asked Janice Mcguire about the number of extra hours the library would need to be a lending library and she said 2-3 hrs/week

**Technology:**

Oasis - Greg to contract Mandarin. Installation to take place over the next several months.

All the parts are in to build 2 new computers.

New wireless router and access point here.

**12. Other Business:**

None.

**13. Date of the next meeting**

The date of the next meeting will be November 12th, 2015.

**14. Adjournment**

Moved (Gary/Marg) that the meeting be adjourned at 2140. Carried.

**Chair:**

**Date:**

**Secretary:**