



Enhancing our community through Learning, Leisure and Literacy

Minutes for Library Board Meeting

Meeting Date: November 12th, 2015

Present: Jacquie Kelly, Greg Morrison, Fran Wright, Daphne Thornhill, Gary Thornhill, Huguette Messier.

Regrets: Adrian Wynands, John Houston, Margaret Buckler, Pauline Cyr

Staff: Angela Knights (CEO)

1. Call to order:

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

2. Approval of the agenda:

Added discussion for a Strategic Planning Committee, New board members needed.
Moved (Daphne/Greg) to approve the revised agenda. Carried.

3. Declaration of any conflict of interest:

None

4. Delegations:

None

5. Minutes of the preceding meeting:

Moved(Gary/Fran). Carried.

6. Business arising from the minutes:

Stinson's has not returned Angie's phone call regarding setting up the new tanks. Angie is to call again.

The old mailbox installation has not been completed. Angie will ask Gord Knights to give us a price.

The previously discussed e-resources have been ordered.

Angie has chosen a new set of lights for over the front desk. They have been ordered.

Gary still to get pricing for stonework repair and railing replacement on the sidewalk.

7. Correspondence:

Letter from Lynda McKittrick thanking us for Pillars of Strength presentation and the wonderful gift and card.

8. Chairperson's Report:

Jacquie presented Greg with a retiree/thank-you gift for his years of service on the board.

9. Treasurer's Report:

We are at 84% of the fiscal year with total operating revenues at 73% and total operating expenditures at 75%.

Moved (Daphne/Greg). Carried.

10. Chief Executive Officer's Report

4 new members.

Information to be found in Librarian's detailed report.

Ron Ball Refrigeration will call us August 2016 for our yearly maintenance for the EVAC units.

Gary reprogrammed the furnace thermostat after repairs were completed.

Would like to plan some programming for kids and their families.

11. Committee Reports:

Building and Property:

Wiltzie's is to come and repair the automatic front door opener.

Angie would like the chairs in the schoolhouse cleaned and will make arrangements.

Finance:

A meeting of the finance committee has been scheduled for November 24th to begin the process for the 2016 Budget. Daphne to send out notices to the committee members.

Fund Raising:

Silent Auction - Angie will do thank-you letters to be handed out to businesses that provided us with donations. To date, we have raised \$3421.16 with \$212.00 still outstanding for people who have not picked up their items.

Future Planning:

No report.

Personnel:

Angie to be presented with her Evaluation once tabulated.

Policy and Planning:

Strategic Planning- It was moved that we establish a new standing committee, strategic planning. Moved (Greg/Gary). Carried. After our course next week with Peggy, there will be further discussion on county library systems.

AODA (assistance for Ontarians with disabilities act) – We reviewed 2 new policies prepared by the Policy and Planning Committee and discussion and changes took place. It was moved that “we approve the Accessible Customer Service Policy as amended”. Moved Greg/Gary. Carried. It was moved that “we approve the Meeting the Requirements of the AODA Regulations Policy as amended. Moved Greg/Huguette. Carried.

Public Relations:

Computer Classes – The 2015 tablet classes are full but only 4 persons for the IPAD class and if no one else signs up by next Monday, the class will be cancelled.

Technology:

1 new patron computer has been completed and 2 more are on-going.

Oasis will be installed by end of June 2016.

Digitization – some company out there has advertised as providing this service at no cost. Gary to look into it for the next meeting.

12. Other Business:

Jacque to speak to the Council about advertising for 2 new board members, ones that have financial and building and property experience.

Christmas closing – Last day will be December 19th and will reopen January 4th.

Christmas party and board meeting – will take place Dec 15th at Jacquie's home at 1830.

Everyone coming is to bring a snack dish.

13. Date of the next meeting

The date of the next meeting will be December 15th, 2015.

14. Adjournment

Moved (Gary/Daphne) that the meeting be adjourned at 2200. Carried.

Chair:

Date:

Secretary: