



Enhancing our community through Learning, Leisure and Literacy

Minutes for Library Board Meeting

Meeting Date: December 15th, 2015

Present: Jacquie Kelly, Fran Wright, Daphne Thornhill, Gary Thornhill, Huguette Messier, Adrian Wyands.

Regrets: Margaret Buckler, Pauline Cyr

Staff: Angela Knights (CEO)

1. Call to order:

The meeting was called to order by the Chair(Jacquie) at 1915.

2. Approval of the agenda:

Moved (Daphne/Huguette) to approve the agenda. Carried.

3. Declaration of any conflict of interest:

None

4. Delegations:

None

5. Minutes of the preceding meeting:

Moved(Daphne/Gary). Carried.

6. Business arising from the minutes:

Stinsons has not installed the new tanks yet as they require 30 days notice. ASAP installation is required.

Gord has not given us a price for completing the old mailboxes yet as it is felt that John has the wood to complete the project. Angie to speak to him.

The switches on the outside door were corroded and cleaned. It is now working well.

Four-o-one-Electric installed the new lights over the front desk as well as 2 new outlets, 1 in the furnace room and 1 by the door to the schoolhouse.

New LED's will be purchased for all hanging lights.

Rotostatic coming a week this Tuesday to clean the chairs in the schoolhouse.

The stonework repair and railing replacement on the sidewalk will be postponed until the spring.

Thank-you letters for the Silent Auction contributors have been prepared and will be sent out. iPad and tablet sessions went well.

Digitization costs from the on-line site are cost prohibitive and Gary feels we should do it ourselves, possibly using students.

7. Correspondence:
John Houston unfortunately had to resign from the board due to work and family commitments.

8. Chairperson's Report:
Wishing you all well over the Christmas holidays.

9. Treasurer's Report:
We are at 94% of the fiscal year with total operating revenues at 78% and total operating expenditures at 83%.
Moved (Daphne/Gary). Carried.

10. Chief Executive Officer's Report
12 new members. A very nice donation was received from the garden club (\$166.00) and a thank-you note was sent. See full report for all information.

11. Committee Reports:
Building and Property:
Gary to install the new descender.

Finance:
The draft library budget was discussed.

Fund Raising:
The final figure for the silent auction fundraiser was \$3819.00.

Strategic Planning:
Huguette will send a note to Peggy asking about the summary she was to send us after our strategic planning session with her.

Personnel:
Angie to do Linda's performance evaluation

Policy and Planning:
A policy is needed for library card usage and out of town non-residence usage.
A policy is needed for use, maintenance etc of the new descender.

Public Relations:
Computer Classes – Further sessions will be planned for the new year.

Technology:
2 new patron computers have been deployed.
1 additional router with 1 repeater has been installed.
Digitization – discussed previously.
OASIS will start being loaded in January.

12. Other Business:
We are to bring ideas to the next board meeting of the types of activities/programming we would like to see for 2016 and will use the fundraising monies from 2015.

Daphne and Fran do not wish to participate in any government grants. The preparation is very onerous and provides very little gain in many instances.

13. Date of the next meeting

The date of the next meeting will be January 12th 2016.

14. Adjournment

Moved (Gary/Adrian) that the meeting be adjourned at 2112. Carried.

Chair:

Date:

Secretary: