

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Flesherton Public Library
On Thursday, September 2, 2010 at 4:00 p.m.**

Present: Chair Jim Harrold, Wilda Allen, David Prentice, Cynthia Stimson, Lynn Silverton, Margaret Russell, Stewart Halliday

Regrets: Jim Kekanovich Marc Duez, Randy Spence

Visitor: Marley Holt

1.0 Call to order: Chairperson Jim Harrold called the meeting to order at 4:00 p.m.

2.0 Approval of Agenda

Motion # 28-10 **Moved by: Margaret Russell**
Seconded by: Stewart Halliday
That the agenda be approved as amended. Carried.

3.0 Declaration of pecuniary interest or conflict of interest

4.0 Approval of June 16, 2010 Library Board Minutes

5.0

Motion #29-10 **Moved by: Cynthia Stimson**
Seconded by: Stewart Halliday
That the minutes June 16, 2010 Library Board Meeting be approved. Carried.

5.0 Business Arising

.1 Update West Grey contract: one half of funds for the 2010 contract has been received. The CEO was directed to send a letter to West Grey Public Library Board informing them that as of January 1, 2011 the household rate for Library Service will be \$125. A copy of the letter will be forwarded to Grey Highlands council. Wilda will prepare and send letter.
A notice will be posted in the library branches.

2. Work place violence and harassment policy. The CEO presented the draft policy for approval. Board members proposed the name to be Civility in the Work Place in response to Bill #168. Some training of staff and board members. Changes to be made to policy (in sections 2 & 3)...with sign posted regarding the policy.

#30-2010 **Moved by Lynn**
Seconded by David Prentice:
That the Board approve and pass the Civility in the Workplace

in response to Bill 168 policy. Carried.

- 3. Collingwood Contract-** The Collingwood contract was discussed and the Collingwood Board has accepted a contract for \$5,000.

Correspondence: a thank you note was received and read by Wilda, from Norma Graham, for her gifts on her retirement from Grey Highlands Library System.

7.0 Financial Report:

- .1** Monthly Financial Statement : was reviewed with the Board. The Municipal Treasurer has balanced the 2009 statement with funds from the development charges.

Motion #31-10

Moved by: Margaret Russell

Seconded by: David Prentice

That the Board receive the financial statement for May 2010.

.2 2010 Library Budget update –

Motion #32-10

Moved by: Margaret Russell

Seconded by: Lynn Silverton

That the CEO wages for 2010 budget are based on 37.5 hours per week retroactive to January 1, 2010. Carried.

8.0 Property and Planning

- .1** Flesherton Library project update: The steel for the building will be delivered in the next few days.
- .i** The fire suppression tank was discussed and a proposed design is close to completion. The board has requested that the Grey Highlands Fire Chief approve and sign off on the final design for the fire suppression tank. The board is waiting for a letter from the Architects and Engineers on the matter of the exclusion of the retention in the final drawings from the architects.
Jim and Wilda will draft a report on the Board's opinion on the water retention issue.
 - ii** The Board will have discussions with the Farmer's Market group about the Library's part in the Farmer's Market.
 - iii** Fundraising – calculate revenues that are available and get the funding underway in the next few weeks. Info for Jim: What is in reserves, what has been claimed and how much did we receive, the absolute value of the contract.
 - iv** **Sale of Current building-** Stewart Halliday presented the signed agreement for the sale of the present Flesherton Library. This is a joint agreement with ReMax and Royal Lepage. Robert Porteous is the acting

agent. List price of \$229,000.

There was some discussion on the list price of the agreement.

9.0 CEO Report – Wilda presented the CEO report.

Motion #32-10 **Moved by: Lynn Silverton**
Seconded by: Cynthia Stimson
That the CEO report be accepted. Carried.

10.0 Other Business: There was discussion on the Volume II Artemesia History Book. The book is being laid out by September 15th, 2010. There are two possible publishers out of Winnipeg, named 1. Friesen and 2. Hignell. \$9,500. for 500 books, the other \$16,000 for 500. There is an estimated \$ 8,000. in the Split Rail History reserve to pay for the project costs in publishing the book and bridge financing will be necessary , with approximate 300 pre-sales of the book, when it goes to publication. There was also discussion on the publication and the price of the books. This will be determined when the exact cost for publishing is established.

Motion #33-10 **Moved by Lynn Silverton**
Seconded by Margaret Russell:
That the balance of funds in the Split Rail History
Vol.II reserve and the \$500 in the Split Rail Grant
Reserve be transferred to the operating account under
the Split Rail History project. Carried.

Motion #34-10 **Moved by Lynn Silverton**
Seconded by Margaret Russell
That funds be borrowed from the system wide reserve
to cover the balance of required for costs in publishing
the book and that this amount be returned to the
reserve when money from sales of the new book come
in. Carried.

Adjournment: That the meeting be adjourned at 5:55 p.m. Carried.

Lynn Silverton
Signature Chairperson

Oct 20/10
Date

Wilda Allen
Signature CEO

Oct 20/10
Date