Minutes of the Grey Highlands Public Library Board Meeting
Held at the Flesherton Library
On
Wednesday, April 20, 2011 at 7:00 p.m.

Present: Lynn Silverton, Stewart Halliday, Jim Kekanovich, David Prentice, Cynthia Stimson, Margaret Russell, Wilda Allen- CEO.

1.0 Call to order: Vice-Chairperson, Lynn Silverton called the meeting to order at 7:00 p.m.

2.0 Approval of Agenda

Motion # 24-11 **Moved by: Stewart Halliday**
Seconded by: David Prentice
That the agenda be approved. Carried.

3.0 Declaration of pecuniary interest- None

4.0 Approval of March 16, 2011 Library Board Minutes

M**otion #25-11** **Moved by: Cynthia Stimson**
Seconded by: Jim Kekanovich
That the minutes of the March 16, 2011 Library Board Meeting be approved. Carried.

5.0 Business Arising

.1 Update West Grey contract -
Wilda reported that a letter had been sent to the Board Chairman proposing that the committees meet.

.2 Odor Kimberley Library-.
Wilda reported that one of the library staff who has been filling in for Linda Weatherall has allergies and is affected by the odor when working in Kimberley. Wilda and Linda Caswell met with the C.B.O., John Acres at the Kimberley Library to check on the odor. Mr. Acres advised that the ducts need cleaning and it is anticipated that this will take place as soon as possible. Wilda noted that Health and Safety representative, Linda Caswell has since been corresponding by e-mail regarding the problem.

3. A letter has been forwarded to Southgate Library regarding the possibility of setting up a reciprocal borrowing agreement and Wilda reviewed the contents of that letter.

6.0 Correspondence:

.1 CSIF (Cultural Strategic Investment Funds)- confirmation of a grant of $38,990. has been

received under the Cultural Stratgeic Fund (virtual Library).

.2 Trillium Agreement- The municipality has forwarded a signed copy of the Trillium agreement to the Library for an accessibility grant of $51,700. for purchases of shelving, specialty equipment and software (accessibility) for the Grey Highlands Library System.

.3 Stewart Halliday and Lynn Silverton presented copies of Council resolutions regarding co-operative use of the parking lot between the Farmer's Market and the Library Board.

Motion #26-11 **Moved by: Stewart Halliday**
Seconded by: Jim Kekanovich:
That there will be a parking strategy worked out for the library designated angle parking and signage for use of Library Patrons and that Lynn Silverton and Wilda Allen will meet with Farmer's Market representatives and work out a site parking plan agreeable to both parties to avoid misunderstandings. Carried.

The County Sign shop will be asked for a price for the required parking/no parking signs.

7.0 Financial Report:

.1 2011 Library Budget- Wilda reported that the 2011 budget was presented to the Council by Chairman Harrold and CEO Wilda Allen. The budget has been approved.

.2 Monthly Statement- no statement available this month.

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8.0 Property and Planning

.1 Flesherton Library project update-

a) A quote of $6200 has been received for a moving the collection to the new library. Another tender price is also to be received.

Motion #27-11 **Moved by Margaret Russell**
Seconded by Jim Kekanovich:
That the CEO will attempt to obtain tenders from three companies and that the lowest of the three tenders will be accepted. The Board authorizes the acceptance of the best of the tenders. Carried.

b) Wilda Allen also reported on the progress of the new building:
-circulation desk and lower cabinets for staff work stations in staff work room have been installed bookshelves are in place;
-cement walkway to entrance will be poured when weather permits;
-number of nighlights have been reduced to cut down on brightness of the building at night.
-The security system has been installed.
-Once all is completed the CBO will do an final inspection for the occupancy permit.

c) Millennium Arch- David Prentice spoke on the cost of moving the "arch" to the new Library property. The method of transfer would depend on the cost. There is a balance of $1400. in the Millennium Fund that could be allocated for moving the arch. David would like to see a hard quote from the contractor for this purpose.
Wilda reported that she had talked to Barry Mellish and he estimated between $5,000. and $10,000. to move the arch.

Motion #28-11 **Moved by Stewart Halliday**
Seconded by David Prentice:
That a quote be obtained from Allen Hastings for the removal of the "arch" to the new library site. Carried.

Other opinions will be sought out from the Municipal Public Works department and other methods.

Motion #29-11 **Moved by Cynthia Stimson**
Seconded by Jim Kekanovich:
That the decision on the quote to move the Millennium Arch will be made by e- mail and telephone to the board members so that the move can proceed in a timely manner. Carried.

Wilda will speak to the Glen Boynton and find out whether new owners would be agreeable to having the arch left on the property."

d) Fundraising report- Wilda reported that the Fundraising to date is $77,500. It was suggested that the ladder indicating the fundraising level be placed on the Website.
David Prentice informed the Board that A "Night at the Opera" event will be held and the proceeds will be donated to the new Library. This will be held at Michael Schmidts barn.

Wilda has spoken to the manager of the Toronto Dominion regarding a grant for the fundraising.

Wilda will speak to Glenn Boynton and ask whether the "Sold" sign can be place on the real estate sign.

9.0 **CEO Report- Wilda** Allen presented the CEO report.
Request for fencing in the basement of the Walter Harris Memorial Library to establish a secure area for files and other materials belonging to the Libraries. A locked area is needed and this can be accomplished by fencing (6 ft high) off a small area including a locked gate. Board members were agreeable to this.

Wilda reviewed the report and suggested that a "get well" gift be sent from the Board members to Linda Weatherall, and the Board supported this idea.

A reciprocal agreement with Leonard E. Shore in Thornbury may be revised due to some abuse of the agreement by a small number of people in neighbouring municipalities.

Motion #26-11 **Moved by: David Prentice**
Seconded by: Cynthia Stimson
That the Board accept the CEO's report. Carried.
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10.0 Other Business

1. **Website-** update web site as to members of the Board that are no longer members.
2. **Mission Statement -** mission statement will be required in the near future**.**
3. **Fashion Show**- Wilda reported on the Fashion Show sponsored by the Friends and held at the Osprey Communty Centre. This was a fundraiser for the new library and was very successful.
4. **Council Update**– Stewart Halliday reported that the Municipality is going to speak to a representative of the M.T.O. regarding the connecting link extension and the walkway used by pedestrians. Stewart also reported that an ad had been placed in the local paper for a "curator/manager" contract position for the South Grey Museum.

11.0 Adjournment- The meeting was adjourned at 8:55 p.m. on motion of Cynthia Stimson.

Next Board Meeting: It is proposed that the May Board meeting be cancelled as staff and the CEO will be busy with the move to the new library. The June meeting is scheduled for Wednesday, June 15th at the new library.

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Signature Chairperson Date

_____ _____
Signature CEO Date