Minutes of the Grey Highlands Public Library Board Meeting **Held at the Flesherton Public Library**

On

Wednesday, September 21, 2011 at 7:00 p.m.

Lynn Silverton, Vice Chairperson, Stewart Halliday, **Present:**

Margaret Russell, David Prentice, Wilda Allen, CEO and Jim

Harrold via conference call

Regrets: Jim Kekanovich, Cynthia Stimson

1.0 **Call to order:** Chairman Jim Harrold called the meeting to order at 7:00 p.m.

2.0 **Approval of Agenda**

> Motion #34 -11 Moved by: **David Prentice**

> > **Seconded by: Margaret Russell**

That the agenda be approved. Carried.

- 3.0 **Declaration of pecuniary interest- None**
- 4.0 **Approval of June 15, 2011 Library Board Minutes**

Motion #35-11 Moved by: **Stewart Halliday**

Seconded by: Lynn Silverton

That the minutes of the June 15, 2011 Library Board Meeting

be approved. Carried.

5.0 **Business Arising**

Update West Grey contract: A letter has been received from West Grey Library proposing a four year contract with an annual payment of \$10,000. The current contract is in the amount of 2011 is \$13,600. Following discussion it was agreed that the board would not support the contract at the rate proposed but would agree to a higher rate.

Motion #36-11 Moved by Stewart Halliday

Seconded by David Prentice

That the a four year Library Service Contract be proposed to West Grey Public Library at a rate of \$13, 500 for 2012 and an increase of 2% each year thereafter, with the contract expiring in 2015. Carried.

- .2 Odor Kimberley Library (see Item 9.0)
- .3 Letter to Southgate Public Library re: Reciprocal Borrowing Agreement-Wilda reported that Southgate Public Library has not made a decision regarding a reciprocal borrowing agreement.

.3 **Trillium Grant update**- Staff are now moving forward with purchases under this project. This grant includes the signage for the branches. Each branch will have a new outdoor sign.

Board members also discussed a proposed digital sign that Wilda and Stewart have been working on. This sign is not part of the Trillium funding but may qualify under the new library project. If it does not qualify, the other option would be to propose that it be municipal project with the cost shared by the Library, Kinplex and the arena. It is proposed that Library staff would be responsible for the management of the sign.

.5 **CSIF grant (Cultural Strategic Investment Funds) update-** Wilda reported that the ad for the Virtual Branch Librarian had been posted and that she would be reviewing the applications and setting up interviews soon.

6.0 Correspondence:

.1 From the Meals on Wheels group- a thank you note for the use of the Millennium Room at the former site and the look forward to a continuing use in the new Library.

7.0 Financial Report:

.1 Monthly Financial Report

Motion #37-11 Moved by: Lyn Silverton

Seconded by: David Prentice

That the Board accept the financial statement for

August 31, 2011.

8.0 Property and Planning

.1 Flesherton Library Project Update

- (a) Financial report New Library Project/BCF grant —eight claims have been submitted to date. Project budget on track.
- (b) Update re: Fundraising for new library Fund raising is \$95,000. The target remains at \$150,000, with an estimated minimum of \$125,000. needed to cover expenses.
- (c) Update sale of current library-Library sale has been completed but the disbursement report is not yet available. Receipts for tax purposes will be issued to Real Estate.

It was noted that 230 new members since the opening of the new Library. Wilda Allen and Jim Harrold will attend council on October 3rd and report on the new Library.

9.0 CEO Report – Wilda reviewed her report as attached.

Health and Safety- Odor-Kimberley Library-Linda Caswell, Health and Safety representative presented her report on the steps that have been taken to eliminate the odors at Kimberley Library. The furnace pipes have been cleaned. Once the heat is turned on, staff will be able to confirm whether the odor has been eliminated. Linda also noted that that there are no defibrillators in the Markdale and Flesherton Branches and it is felt that they should be installed. There is one at the Kimberley Hall. Most of the Municipal buildings have these on hand. These can be ordered through the ambulance service and cost about \$2,300. Following discussion it was suggested that Linda contact Heart and Stroke about the availability of free defibrillators or perhaps Service clubs such as Rotary, Legion, Kinsmen Clubs would contribute funds.

Walter Harris Memorial Library book sale October 13th -15th.

During Ontario Public Library week, libraries will be hosting readings by local authors (more info to follow).

Ron Brown will be coming to the Harvest Café on October 27th.and will be speaking on his book "In Search of the Grand Trunk and other Ghost Rail Lines in Ontario.

Motion: #38-11 Moved by: Stewart Halliday

Seconded by: Margaret Russell

That the CEO report be accepted. Carried.

10.0 Other Business:

- **.1 Literacy Program-**update re: changes Adult Learning Centre Tim Nicholls-Harrison, Manager of the Literacy program will attend the next meeting.
- .2 Send request to Council re: appointment of two new Board members
 Jim Harrold will contact the Clerk, Debbie Robertson requesting the appointment
 of two additional members to the Board and request that the positions be
 advertised.
- .3 Review Library hours of Operation

A review will be completed by staff regarding the hours at the three branches of the Library. This report, with recommendations will be brought to the Board at the October meeting.

11.0 Adjournment: The meeting was adjourned at 8:15 p.m. on a motion of Lynn Silverton.

The next meeting will be October 19, 2011 at 7 p.m.	
Signature Chairperson	Date
Signature CEO	Date