

**Draft Minutes of the Grey Highlands Public Library Board Meeting
Held at the Flesherton Library
On
Wednesday, May 15, 2013 at 7:00 p.m.**

Present: Jim Harrold, Chairman, Stewart Halliday, Margaret Russell, David Prentice, Allan Coleclough, Donna Close, Lynn Silverton, Wilda Allen, CEO

Regrets: Cynthia Stimson

1.0 Call to order: Chairman, Jim Harrold called the meeting to order at 7:05 p.m.

2.0 Approval of Agenda

**Motion # 23-13 Moved by: Alan Coleclough
Seconded by: Donna Close
That the agenda be approved as amended. Carried.**

3.0 Declaration of pecuniary interest- None declared

4.0 Approval of April 17, 2013, Library Board Minutes

**Motion #24 -13 Moved by: Margaret Russell
Seconded by: Stewart Halliday
That the minutes be approved. Carried.**

5.0 Business Arising

.1 Update: Lockdown Procedure – Wilda spoke to Chatsworth OPP Constable Grelnik, who advised staff to speak to the local school principals and co-ordinate lockdown procedures with them. . They have been contacted but have not yet responded.

.2 MOU – Municipality and Library Board - The memorandum was reviewed/discussed. The signing officers for the agreement will be the Mayor and CAO of the Municipality and the Board Chair of the Library Board and the CEO Wilda Allen.

.3 Report re: statistics for use of Collingwood Library by Grey Highlands

residents: Collingwood has been contacted but have not yet responded.

6.0 Correspondence

1. Stratford Public Library re: proposed Rural Creative Economies Summit on October 22 – 24, 2013 at the Pike Lake Golf Centre.
2. OLA Strategic Planning – on line survey

7.0 Financial Reports

- .1 Monthly Financial Report** - the report was reviewed.

**Motion #25 – 13 Moved by: Alan Coleclough
Seconded by: Donna Close
That the financial report be received. Carried.**

8.0 CEO Reports

- .1 Monthly report-** the CEO report was reviewed with the CEO highlighting the following:

- a) The moisture/odour problem at the Kimberley Branch has been reported to the municipality and Rod Leeson, Municipal Property Manager who will be taking care of the matter.
- b) The Canada Summer Jobs grant has been approved for 2013 and shortlist of applicants interviewed today.
- c) All day In- house training at Flesherton Library Branch re: customer service for customers with mental illness issues; services to Seniors using CNIB Library- The CEO noted that having a wheelchair available in the library would be one way to provide customer service to seniors and meet AODA standards.; Strategic Planning (see item 9.0)

**Motion # 26 -13 Moved by: David Prentice
Seconded by: Allan Coleclough
That the CEO reports be received. Carried.**

9.0 Strategic Planning

The draft Strategic plan should be presented to the Board at the next meeting. Chairman Harrold also provided a presentation to the library staff during their one day training session to review the process and purpose for the Strategic

plan.

10.0 Other Business

Discussion on:

Storage issues – Genoe shed – Old Markdale Fire Hall –

Allan Coleclough will not be at the June meeting but will look forward to receiving the draft Strategic plan.

11.0 Adjournment: The meeting was adjourned at 8:20 p.m.

The next regular meeting will be June 19, 2013 at Kimberley Branch.

Signature Chairperson

Date

Signature CEO

Date