

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Flesherton Public Library
On Wednesday, April 15, 2009 at 7:00 p.m.**

Present: Jim Harrold, Chairman, Marc Duez, Stewart Halliday, David Prentice, Margaret Russell, Cynthia Stimson, Lynn Silverton, Wilda Allen, CEO, Beth Kennedy, Branch Head

Regrets: Jim Kekanovich, Randy Spence

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

2.0 Approval of Agenda

Motion # 18-09 **Moved by: Margaret Russell**
Seconded by: Marc Duez
That the agenda be approved. Carried.

3.0 Declaration of pecuniary interest or conflict of interest

None

4.0 Approval of Minutes of the March 25, 2009 Board Meeting

Motion #19-09 **Moved by: Lynn Silverton**
Seconded by: Stewart Halliday
That the minutes of the March 25, 2009 Library Board Meeting be approved. Carried.

5.0 Business Arising

.1 ILS System Update

Grand Valley and Shelburne have “sandbox” versions of KOHA running. The multi-branch sites will soon be submitting their data. At this point the material barcodes are expected to be compatible with the new system.

.2 Security System update (see 9.1 CEO Report)

6.0 Correspondence none

.1 No correspondence

7.0 Financial Report:

.1 Motion #20-09 **Moved by: Stewart Halliday**
Seconded by: Marc Duez
That the Financial report be approved. Carried.

8.0 Property & Planning

.1 Functional Statement-Flesherton Library- Chairman, Jim Harrold presented the draft functional statement for discussion. The new library is

proposed to be 5,500 square feet. Several additional items were suggested for inclusion in the statement: other municipalities that use our services; two Community Schools in Flesherton including French immersion program; library is a safe place; a place to connect explore and learn; adult literacy; connect people and technology. Jim Harrold will make the revisions to the functional statement and distribute to board members for review.

Board members also discussed the proposed size of the new library. It is hoped that the library will be a minimum of 5500 sq. ft. and that we have not underestimated the space needs.

Chairman, Jim Harrold provided information about an announcement just released regarding Building Canada Fund (BCF) Intake II . Cultural facilities are eligible under this funding with the deadline of May 1, 2009 for applications. Because of the very tight timeline, Jim will call Mayor Mullin following the board meeting to discuss the possibility of the municipality applying for a grant for the new library branch in Flesherton. The board will propose to council that if the municipality applies for, and is successful with the grant for the new library under the Building Canada Fund Intake II, the \$100,000 previously set aside for the new library will be returned to the municipality.

Jim will keep Board members informed of the results of his conversation with Mayor Mullin.

Jim will also follow up with Board Members regarding the rescheduled meeting/interview date with the architects.

9.0 CEO Report:

- .1 Wilda Allen, presented the CEO report. Wilda noted that while attending a meeting recently, she had the opportunity to see the new Drayton Library and then visited the new Arthur library as well. Size of the libraries is 7500 sq. feet and 4500 sq. feet respectively.

Beth Kennedy, Health and Safety representative also reported that Aderik has begun installation of the security system at the Walter Harris Memorial Library and that it would take another day to complete the work.

There was some discussion on the need to dial 9 to get an outside line before dialing any phone number even the emergency 911. Beth Kennedy reported that the Health and Safety Committee has made up signage that informs anyone dialing out, that they must dial 9 before the phone number. This notice will be located by all phones in public buildings. Once final approval is received, the notices will be printed and distributed.

Motion #21-09 Moved by: Cynthia Stimson

**Seconded by: Marc Duez
That the CEO report be received. Carried.**

10.0 Other Business:

- .1 **Library Service Contracts-** Stuart Halliday suggested that thank you notes be sent to Chatsworth and West Grey Municipalities for their contract.
Wilda informed him that the Library always sends a cover letter expressing appreciation along with the contract.
- .2 **Artemesia History: Vol. II-** Margaret Russell reported that the deadline for submissions is May 31, 2009.

11.0 Adjournment: Lynn Silverton moved that the meeting be adjourned at 8:40 p.m..

Next meeting has been set for May, 2009 at the Walter Harris Memorial Library.

Signature Chairperson

Date

Signature CEO

Date