

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

On Wednesday, February 18, 2009 at 7:00 p.m.

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

Regrets: Marc Duez, 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 # 08-09 Moved by: Lynn Silverton
Seconded by: Jim Kekanovich
That the agenda be approved. Carried.**

3.0 Declaration of pecuniary interest or conflict of interest
None

4.0 Approval of Minutes of the January 21, 2009 Board Meeting

**Motion #09-09 Moved by: Jim Kekanovich
Seconded by: Stewart Halliday
That the minutes of the January 21, 2009 board meeting
be approved as amended. Carried.**

Amendments: a) inclusion of discussion re: Osprey Library Day- item 10.3, b) correction of numbering of motions. c) Correction of attendance: David Prentice: present; regrets: Randy Spence

5.0 Business Arising

.1 ILS Update- CEO, Wilda Allen reported that the new KOHA ILS is very close to trial operation at the Hanover Public Library. There is much interest from the Ministry and other libraries regarding this project. Wilda sat on a panel for a session on Open Source ILS at the 2009 OLA Conference. The session was well attended and received positive feedback.

2. Security System- the security system has been installed at the Flesherton Library.

6.0 Correspondence - none

7.0 Financial Report:

- .1 **Monthly Financial report-** The Financial statement for January 2009 was presented. It was noted that there are four unpaid Primus phone bills for 2008. Wilda will request that these bills be paid out of the 2008 surplus
- .2 **2009 Budget-** It was noted that the financial statement does not appear to reflect the estimated 2009 figures submitted by the board. Wilda will speak to the Treasurer to review the financial report and draft budget and confirm that they reflect the budget figures as presented by the Library Board.

8.0 Property & Planning

- .1 Jim Harrold reported that the ad for the request for "Expression of Interest" from Architects had been placed in the Flesherton Advance, Markdale Standard and Owen Sound (Suntimes) newspapers. The ad was also forwarded to four Architects. Wilda will submit the ad to the OAA if there is no fee. Deadline for submissions is March 6, 2009.

There was discussion regarding the next steps: meeting with the architects; writing of RFP.

9.0 CEO Report:

- .1 **Monthly CEO report-** CEO Wilda Allen distributed the monthly report and reviewed the highlights.
SOLS 15 Million- Wilda reviewed the grants that are available to the Library and application procedures. The Grey Highlands Public Library has just over \$18,000. in "credits" that may be applied against various programs or grants. In addition to "credit" projects/grants there are other grants that may be applied for. Wilda will be attending an information meeting in early April that will provide more details.
Wilda will forward the website information to board members.

Wilda Allen also reported that the contract for Library services with Chatsworth has been signed and returned.
Staff evaluations will be completed by the end of February.

.2 CEO Annual Report

Motion #10-09

**Moved by: Lynn Silverton
Seconded by: Stewart Halliday
That the CEO Annual report for 2008 be accepted and that since the Highlights contained within the annual report are all based on the efforts of Wilda and all the Library staff, the Board members recognize the dedication of all the staff.**

Motion #11-09

**Moved by: David Prentice
Seconded by: Margaret Russell
That the monthly CEO Report by received as presented. Carried.**

10.0 Other Business:

- .1 Split Rail History: Volume 11** – Wilda Allen, distributed a report prepared by Jessica Posgate. Deadline for submissions for Split Rail Country: Artemesia History Vol. II is March 31st.
Once sample publications have been received from the printers the Board will meet to make some decisions regarding the publication of the print version.

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

Next meeting has been set for March 25, 2009 at the Walter Harris Memorial Library Branch at 7:00 p.m.

Wilda will contact the Municipal Office regarding the schedule change for the March library board meeting.

Signature Chairperson

Date

Signature CEO

Date