

**[draft] Minutes of the Grey Highlands Public Library Board Meeting
Held at the Walter Harris Memorial Library
On Wednesday, June 17, 2009 at 7:00 p.m.**

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

Before the meeting was called to order, board members celebrated the approval of the Building Canada grant application for construction of the new library in Flesherton with decorated (money) cake, ice-cream and fruit drinks. A toast was made and the treat enjoyed by all. Library staff were commended for work in preparing the application.

1.0 Call to order: Chairman, Jim Harrold called the meeting to order at 7:15 p.m.

2.0 Approval of Agenda

Motion # 26-09

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 May 20, 2009 Board Meeting

Motion #27-09

Moved by: Lynn Silverton

Seconded by: Stewart Halliday

That the minutes of the May 20, 2009 Library Board Meeting be approved. Carried.

5.0 Business Arising

.1 **ILS System Update** – Wilda Allen reported that all consortium libraries with the exception of Grey Highlands now have a “sandbox” version of KOHA running. There is still a concern with the stability of the server therefore extra testing is being undertaken before making final migration to KOHA. Wilda will be submitting the data for Grey Highlands immediately and expects to see a sandbox up for Grey Highlands Public Library within a few days. Chairman Jim Harrold suggested that board members come to the library for a demonstration on July 2nd or 3rd. Wilda will confirm whether this date will work.

.2 The residents in the expanded service area for use of Collingwood Public Library have been notified by mail and posters. Two families have signed up so far from that area.

6.0 Correspondence

- .1 Letter from Bill Murdoch congratulating the Library and the Museum on the display at the Legislative Building in Toronto.
- .2 Thank you note from Co-op student.

7.0 Financial Report:

- .1 Motion #28-09** **Moved by: Cynthia Stimson**
Seconded by: Marc Duez
That the Financial report be approved. Carried.

8.0 Property & Planning

- .1 Update on Flesherton Library project:** The Building Canada Intake II Grant has been approved. The municipality will receive a grant of \$912,000 from the Federal and Provincial Governments (\$456,000 each). The Municipality also applied for a grant, and received approval for renovations to the Kinplex. There is the possibility that the municipality may use the same architect.
Jim Harrold has spoken to Terry Marklevitz and he (Terry) does not feel that it would be a problem managing both projects if required.

Wilda Allen reported that the contract from Mr. Marklevitz has arrived for signing. Board members requested that they receive a copy of the contract for review before the Chairman signs it. Wilda will contact Terry Marklevitz and ask for a PDF version of the contract to forward to board members.

In order to move the project forward this Board will serve in its entirety as the "building committee" although there should be leadership in design and fund raising. It was proposed that David Prentice be chairperson for the design committee with all of the board members included on the committee. During this process the staff and public will be involved.

It was proposed that Stewart Halliday act as chairman for the Fundraising Committee in a coordination capacity. Library board, staff and volunteers will be part of this committee. Stewart Halliday agreed to act as chairman in a coordinator capacity only.

- Motion #29-09** **Moved by: Marc Duez**
Seconded by: Jim Kekanovich
That two committees be formed: one for the Design and one for the Fundraising/financial committee and that David Prentice be the Design Chairman with the Board as committee and that Stewart Halliday be the

Chairman, Jim Harrold noted that the current branch is called the 'Kate MacMillan Memorial Library", and the board will need to consider will that name continue or will it be changed.

.2 Roof repairs Flesherton Library- Wilda presented a quote from SJR general contracting for repairs to the roof in the bay window area of the library estimated at a maximum of \$500.

Motion #32-09 Moved by: Lyn Silverton
Seconded by: David Prentice
That the quote from Steve Ritchie of S.J.R. General Contracting, be accepted. Carried.

9.0 CEO Report:
Wilda Allen presented the CEO report.

Motion #33-09 Moved by: Randy Spence
Seconded by: David Prentice
That the CEO report be received. Carried.

Marc Duez suggested staff consider DVD titles for training purposes i.e. dotto tech, rosetta stone or other computer instructional information. Wilda will forward this information to selection committee.

10.0 Other Business:
.1 None

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

Next meeting has been set for July 15, 2009 at the Flesherton Library.

Signature Chairperson

Date

Signature CEO

Date