

**Minutes of the Grey Highlands Public Library Board Meeting  
Held at the Kimberley Public Library On  
Wednesday, June 15, 2016 at 7:00 p.m.**

**Present:** Allan Coleclough, Chairman; Peggy Harris; Kevin Land; Donna Close; Aakash Desai; Brian Henderson; Wilda Allen, CEO; Lindsay Shaw, Digital Services & Branch Manager.

**Regrets:** Janet Carson

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

**2.0 Approval of Agenda:**  
**Motion #27-16 Moved by: Brian Henderson**  
**Seconded: Kevin Land**  
**That the agenda be approved. Carried.**

**3.0 Declaration of pecuniary interest:** None.

**4.0 Approval of Minutes May 17, 2016 Library Board Meeting**  
**Motion #28-16 Moved by: Peggy Harris**  
**Seconded: Donna Close**  
**That the minutes be approved. Carried.**

**5.0 Business Arising:**

**.1 Update: CDF grant**

**.01 Report CEO/Chair meeting with Museum Curator and Chair**

Decision was made to have a subsequent meeting between the Library and Museum Boards, which will also include a facilitator to lead the meeting as a means to assist with the final report for the CDF grant, and to discuss cooperative areas for future collaboration and improvement.

**02. Other**

Wilda met with Town CAO Dan Best to discuss cultural strategy and input for the Board to show cohesiveness for the Grow Grant application. Also discussed was Canada's 150<sup>th</sup> Anniversary (2017).

**.2 Update Trillium Grant**

n/a

**.3 Update Meeting with West Grey – Allan Coleclough  
COLA or 2% increase?**

Allan reported on a good meeting with West Grey. Wilda Allen presented a report showing the benefits of library membership to residents of West Grey, as well as the cost per individual for provided library services. West Grey accepted the offer from the Grey Highlands Public Library to continue offering services to West Grey residents, with either a 2% or CPI increase each year.

**Motion #29-16 Moved by: Brian Henderson  
Seconded: Aakash Desai  
That the contract for library service between West Grey Public Library Board and the Grey Highlands Public Library Board be renewed for 5 years (2017-2021), applying either, the current formula of a 2% increase or the annual CPI, to the current base amount each consecutive year beginning with the base amount of \$14,612.83. Carried.**

**.4 15<sup>th</sup> Anniversary Walter Harris Memorial Branch**  
Planning is still moving forward with the celebration planned for Thursday, July 21<sup>st</sup>. Wilda and Lindsay have been in touch with prior staff to invite them to the event.

**.5 CEO performance review**  
Chairman, Allan Coleclough reported that the review is in progress.

**6.0 Correspondence:**

**.1 Letter Trillium –** A cheque was received for \$7600.00 for the final instalment for grant.

**7.0 Financial Report:**

**.1 Monthly Financial Reports**

Wilda presented the financial report.

**Motion #30-16 Moved by: Aakash Desai  
Seconded: Brian Henderson  
That the Financial Report be approved.  
Carried.**

**8.0 CEO Report**

**1. Monthly CEO report:** CEO, Wilda Allen presented the CEO report that was previously distributed.

**Motion #31-16 Moved by: Brian Henderson**

**Seconded: Aakash Desai  
That the CEO Report be accepted.  
Carried.**

Wilda also noted that she would be presenting policies for review in the upcoming months due to legislative revisions.

**2. CEO Annual Report-  
Motion #32-16 Moved by: Donna Close  
Seconded: Peggy Harris  
That the CEO Annual Report be accepted.  
Carried.**

**3. Children's Summer Programs – presentation by Michelle Campbell, Library Assistant.**

Michelle described some of the exciting programmes planned at the Grey Highlands Public Library over the summer, including making bluebird houses, giant games (snakes & ladders), tie-dyed t-shirts, and pet tents. Michelle showed Board members some of the print promotional material provided by TD for the Summer Reading Club. The theme this year is "Wild. The library will be hosting a launch party on June 25<sup>th</sup> to encourage participation in the reading club. During the Summer Reading Club, children receive little notebooks to set and track their reading goals, and each week check in at a library branch to receive a sticker and/or prize.

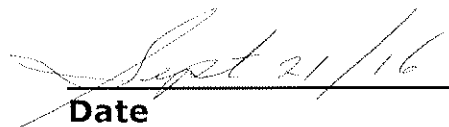
**9.0 Other Business:**

**.1 Review non-resident fee for library membership.**

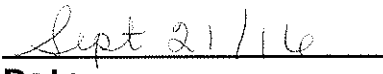
The current fee for a non-resident is \$60 per individual. Wilda reported that this fee is in line with the cost per individual for library services.

**10.0 Adjournment:** Allan adjourned the meeting at 8:47 p.m.

  
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**Signature, Chairperson**

  
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**Date**

  
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**Signature, CEO**

  
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**Date**