

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Walter Harris Memorial Library
On
Wednesday, November 16, 2016 at 7:00 p.m.**

Present: Allan Coleclough, Chairman; Peggy Harris; Kevin Land; Aakash Desai; Brian Henderson, Wilda Allen, CEO; Lindsay Shaw, Digital Services Librarian.

Regrets: Donna Close, Janet Carson

Guests: Jim Harrold

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

2.0 Approval of Agenda:

Motion #42-16 Moved by: Brian Henderson

Seconded: Kevin Land

That the agenda be approved. Carried.

3.0 Declaration of pecuniary interest: None.

4.0 Strategic Plan- Jim Harrold gave a follow-up presentation regarding GHPL Strategic Plan. Reviewed goals and purpose of creating the strategic plan, and 2017-2020 priorities: Customer First, Tech Friendly, Service and Resources (Service Review). The Board will review the document in January 2017 (meeting to be determined).

4.0 Approval of Minutes October 19, 2016 Library Board Meeting

Motion #43-16 Moved by: Kevin Land

Seconded: Peggy Harris

That the minutes be approved. Carried.

6.0 Business Arising:

.1 Strategic Planning- Jim Harrold

(see 4.0)

.2 Canada 150 Committee-Wilda reported that the Canada 150 Committee has applied for Canada150 and Ontario150 grants. No word yet.

6.0 Correspondence:

.1 Letter re: CDF Project- Ministry Culture Tourism Sport
The final report was accepted and is now closed.

7.0 Financial Report:

.1 Monthly Financial Reports

Wilda presented the financial report.

Brian requested additional column be added to show previous year (actual) to compare to current actual year.

Motion #44-16 Moved by: Brian Henderson

Seconded: Kevin Land

**That the Financial Report be approved.
Carried.**

.2 2017 Budget

Wilda presented budget assumptions for the 2017 budget, providing explanation/clarifications for expenditures and revenues.

It was noted that the roof of the Walter Harris Memorial Library will soon need replacing. Wilda stated this would be a Capital expense and major capital items should be requested under a separate Capital budget. This will be discussed with Municipal treasurer.

Clarification was requested regarding budget lines relating to depreciation expense and small capital. Wilda will speak to the Treasurer.

There was discussion regarding increasing budget for tech/staff resources to tie in with strategic plan priority. Wilda suggested that the library staff develop a proposal for providing community communication. Peggy and Wilda to arrange meeting, after which a meeting will be called.

Motion #45-16 Moved by: Peggy Harris

Seconded: Kevin Land

**That the motion to approve the 2017
budget be tabled until the December
Board Meeting.**

8.0 CEO Report

1. Wilda presented the CEO report.

Motion #46-16 Moved by: Peggy Harris

Seconded: Brian Henderson

**That the CEO Report be accepted.
Carried.**

Motion #47-16 Moved by: Kevin Land

Seconded by: Brian Henderson

That \$5,000 donation to Walter Harris Memorial Branch be moved to reserve. Carried.

9.0 Other Business:

.1 Set date December board meeting/Christmas

Library (Staff & Volunteers) Christmas Party = Wednesday, December 21st, at Walter Harris Memorial Branch.

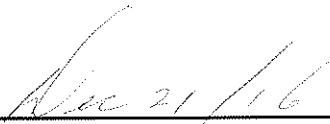
Board Meeting 5:00 p.m.

Board/Staff/Volunteer Gathering 6:30 p.m.

10.0 Adjournment: Allan adjourned the meeting at 9:51 p.m.



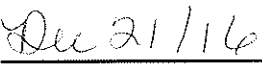
Signature, Chairperson



Date



Signature, CEO



Date