

**Minutes of the Grey Highlands Public Library Board Meeting  
Held at the Flesherton Public Library  
Wednesday September, 17, 2008 at 7:00 p.m.**

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

**Regrets:** Jim Harrold

**1.0 Call to order:** Lynn Silverton, Vice-Chair, called the meeting to order at 7:00 p.m.

**2.0 Approval of Agenda**

**Motion # 34-08** Moved by: Margaret Russell  
Seconded by: David Prentice  
That the agenda be approved as amended. Carried.

**3.0 Declaration of pecuniary or conflict of interest** none

**4.0 Approval of Board Minutes dated June 18, 2008**

**Motion # 35-08** Moved by: Randy Spence  
Seconded by: Marc Duez  
That the Minutes of the June 18, 2008 board meeting as amended by approved. Carried

**5.0 Approval of Board Minutes dated July 30, 2008**

**Motion #36-08** Moved by: Marc Duez  
Seconded by: Jim Kekanovich  
That the Minutes of the July 30, 2008 board meeting be approved. Carried.

**6.0 Business Arising:**

**.1 Update ILS Project:** Wilda Allen presented a verbal report updating the project. The project was delayed until the latest version of Koha was available. The first Library which is Hanover is working on their records now and Wilda will bring a status report when it becomes available. Grey Highlands Public Library will be the second last library to be completed due to the fact we don't have a union catalog. The Lawyer reviewed the contract and this was signed by the chairman of the consortium. Grey Highland Library is listed as a partner on the agreement. Our share of the contract will be \$8,000. Wilda will inform Hanover Library that the Library Board is anxious to receive the report.

**.2 Update – Repairs at Flesherton Library**

Scott McAdam has done some repair work on the building but there are still some leakage. A tarp has been working well as a temporary measure. Scott McAdam presented two quotes for repairs. A quote for a quick fix is \$500. The guaranteed way is to remove shingles and quote for this would be \$1,500.

**Motion # 37-08** Moved by Marc Duez and seconded by Cynthia Stimson that the Board support the quote for \$1,500 on the condition that both repairs be completed. Carried

**.3 Update – Security System**

Staff presented information on the proposed security system. A proposal was presented to the Kimberley Hall Board for them to pay the cost of the installation of the security system for the Hall and the Library would pay the monitoring fees. The Hall Board did not support this. All Seasons Security company payment plan does not fit with the municipal guide lines therefore the staff is recommending that we hire Aderack. Because staff safety is our first concern we have decided to install security first at the Kimberley branch so the panic button would be available for the staff working alone.

**7.0 Correspondence:**

**.1** Letter from the Municipality of Grey Highlands regarding the work plan for the proposed new Library. The municipality has asked for further information on the funding for the project.

**8.0 Financial Report:**

**.1** Financial Statement: Wilda Allen presented the financial statement and it was reviewed with the Board. Discussion regarding the contract with the Collingwood Library and status of use of membership regarding the contract. The invoice has just been received and paid.

Council will be requiring the proposed budgets to be delivered to the Municipality by November 14<sup>th</sup> with a meeting with Council in December. This is due to the fact that the new Municipal Act requires the Municipality to have the budget set from the first of the year.

**Motion # 38-08** Moved by David Prentice and seconded by Marc Duez, that the Financial Statement is received as presented. Carried.

**9.0 Property & Planning:**

**.1** Flesherton Library Expansion building could be up to 11,000 square feet based on the size of the lot. Up to 20 % of the lot may be used. Set backs are not a problem. Lynn Silverton suggested a special Board meeting be set for budget purposed and a review of the Work plan process. The proposed price of the building of One Million is based on the 5,000 square ft. times the estimated square footage of \$200. The Municipality is trying to give the building away for the removal of the same. The proposed funding model was reviewed. Stewart Halliday reviewed the build Canada Funds, the requirements for applying and the deadline is November 28<sup>th</sup>. The Chairman could take a proposal by letter and in person to a Council meeting indicating the Proposed funding model asking Council to support this project under the Build Canada Funding.

A Special meeting is called for September 23<sup>rd</sup> or 29<sup>th</sup> at 7:00 p.m. at the Flesherton Branch to discuss work plan and strategy for council.

**Motion #39-08** Moved by Marc Duez, seconded by Margaret Russell that the report On the Flesherton Library Expansion be received and that the Board meet With Council at the meeting on October 10<sup>th</sup> regarding having the Library Project as the Build Canada funding.

**10.0 CEO Report:**

Wilda Allen presented the CEO Report with impressive results from the Summer Programming and thanked Michelle Campbell for her work on the programs. The details are in the written report.

**Motion #40-08** Moved by Marc Duez, seconded by Margaret Russell that the CEO Report be received as presented. Carried.

**11.0 Other Business:**

**.1 Split Rail Country Vol. II – Update**

There will be a booth at the Split Rail Festival regarding the second volume. The next meeting of this committee will be on October 15<sup>th</sup> at Flesherton at 7:00 p.m.

**12.0 Adjournment:** The meeting was adjourned at:

**The next meeting will be held at the Flesherton Branch:**

\_\_\_\_\_  
Signature Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature CEO

\_\_\_\_\_  
Date