

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Flesherton Public Library
On Thursday, October 20, 2010 at 7:00 p.m.**

Present: Wilda Allen, David Prentice, Cynthia Stimson, Lynn Silverton, Margaret Russell, Stewart Halliday, Marc Duez, Jim Kekanovich

Regrets: Jim Harrold, Randy Spence

1.0 Call to order: Vice Chairperson Lyn Silverton called the meeting to order at 7:00 p.m.

2.0 Approval of Agenda

Motion # 35-10 **Moved by: David Prentice**
 Seconded by: Marc Duez
 That the agenda be approved. Carried.

3.0 Declaration of pecuniary interest or conflict of interest

4.0 Approval of June 16, 2010 Library Board Minutes

Motion #36-10 **Moved by: Cynthia Stimson**
 Seconded by: David Prentice
 That the minutes September 2, 2010 Library Board Meeting be approved. Carried.

5.0 Business Arising

- .1** Update West Grey contract:
 A letter was received from the West Grey Municipality. Wilda read the letter to the Board for information. The letter includes a resolution from West Grey Council endorsing a six month extension (January to June 2011) of the current library contract between the West Grey Library Board and the Grey Highlands Public Library Board. Wilda also read a copy of a letter that she had forwarded to the of West Grey Library Board informing them of non-resident fees for 2011 but also indicating that the Library Board would be willing to sit down and negotiate a library service contract for 2011.

There was some discussion and the Library Board would like to negotiate an agreement for Library Services with West Grey but would like the extension to cover the period of January to December 2011 for budgeting purposes.

Motion #37-10 **Moved by Stewart Halliday**

**Seconded by Jim Kekanovich:
That the Board agrees in principle to an extension of the
West Grey contract and that the two Library Boards
will negotiate the terms. Carried.**

Wilda will forward a letter to West Grey expressing an interest in negotiating a contract.

.2 Split Rail History Vol. II- The History Book has been submitted to Hignell Publishing for printing.

5.0 Correspondence: A letter from Marklevitz responding to questions on the waster suppression tank. The letter was received for information purposes.

6.0 Financial Report:

.1 Monthly Financial Report- Wilda reviewed the report with the Board.

Motion #38-10

Moved by: Margaret Russell

Seconded by: Marc Duez

**That the Board receive the financial statement for
September 2010. Carried**

Wilda also advised that we still await the audited statements for the 2009 from the Auditors..

.2 2011 Library Budget update – Wilda suggested that a budget meeting be held before the next regular Board meeting. The budget meeting will be November 3rd at 7 p.m.

8.0 Property and Planning

.1 New Library -David Prentice reported on the progress of the new Library Building in Flesherton. The project is slightly behind schedule. The only delay may be the fire suppression tank.

There was discussion on how to use the \$10,000. budget for landscaping purposes i.e. infrastructure items such as permanent benches, patio stones etc.

The present Flesherton Library is now listed for sale with Royal Lepage and ReMax realty.

9.0 CEO Report – Wilda presented the CEO report.

Linda Caswell is now the library staff representative on the Municipal Health and Safety Committee. Linda attended the board meeting to report on several health and safety items. It was reported that Wendy Krebs, the public fire and health safety employee

conducted inspections of the three library branches. She is inspecting all Municipal building to make sure that they meet the Fire Codes. On August 26th all Library buildings were inspected. A report indicating deficiencies was received. At this time the Library has met over 90% of those requirements.

All written inspections have to be available at each branch.

The Health and Safety Committee also met and each branch will be inspected monthly and be those reports will be kept in loose leaf binders. Linda's report detailed all of those items that must be included in the inspections.

General discussion on the report. It was noted that extra staff time is required for administration and inspections. Board members thanked Linda for the report.

Discussion from CEO report:

Wilda attended a meeting at the Collingwood Public Library to discuss the possibility of entering into a Reciprocal borrowing agreements with Grey Highlands and Clearview Public Libraries in 2011. The Town of the Blue Mountains and Meaford Public Libraries may also be interested. Another meeting is scheduled for late November.

FUND RAISING for New Library- Board members discussed a fundraising strategy for the new library. Wilda requested that the Board officially write the letter to the Flesherton Foundation to request a payment up front of their \$45,000. grant instead of over five years.

Will some board members be part of the committee, to put together a fund raising plan to proceed with the fundraising.

Suggestions for assistance for fund raising: Philip Allanson and Alan Coleclough
Stewart Halliday will call Mr. Allanson and Mr. Coleclough.

Wilda reported that all lights on main floor of Flesherton Library are working now that new fluorescent bulbs have been installed. This is part of a project to replace florescent bulbs in all municipal buildings. The toilets have now been repaired.

Steve Richie is scheduled to clean eaves troughs at Flesherton Library. The Markdale Library furnace is going to be cleaned and inspected.

Motion #38-10 **Moved by: Marc Duez**
 Seconded by: Cynthia Stimson
 That the CEO report be accepted. Carried

10.0 Other Business:

Motion #39-10 **Moved by David Prentice**
 Seconded by Cynthia Stimson:

 That the Library Trillium application for funds, that was
 withdrawn from the July submission deadline be resubmitted
 for the November 1, 20110 deadline and that it be added to the

**Municipal Council agenda for approval of the Library
Trillium grant application, and that this motion be forwarded
to the Municipality. Carried.**

11.0 Adjournment: the meeting was adjourned at 9:15 p.m.

Lynn Silveston
Signature Chairperson

Dec 1/10
Date

Hilda Allen
Signature CEO

Dec 1/10
Date