

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Walter Harris Memorial Library
On
Wednesday, June 27, 2018 at 7:00 p.m.**

Present: Chair, Brian Henderson, Donna Close, Janet Carson, Peggy Harris
Regrets: Allan Coleclough, Aakash Desai, Kevin Land
Staff: CEO, Wilda Allen, Staff: Becky Hill

1.0 Call to order: Chair, Brian Henderson called the meeting to order at 7:31p.m.

2.0 Approval of Agenda:

Motion #24-18 **Moved by: Peggy Harris**
 Seconded: Donna Close
 That the agenda be approved. Carried.

3.0 Declaration of pecuniary interest: None.

4.0 Approval of the Minutes of the May 16th, 2017 Library Board Meeting

Motion #25-18 **Moved by: Janet Carson**
 Seconded: Peggy Harris
 That the minutes be approved. Carried.

5.0 Business Arising:

- .1 **Update Trillium Grow Grant** – Wilda confirmed that the next Trillium Grown Grant installment of \$50,000. has been received. Wilda has also been communicating with Hamilton Library and Archives regarding a presentation about their "Still to Moving Images" project that demonstrates how to effectively use historical photos and narrative for local history documentaries.
- .2 **Update Other Grants** – The Library has received funding for 2 summer students (Canada Summer Jobs; Summer Experience Program). The Library has also applied for a digitization grant (National Heritage Digitization Strategy). No word yet.
- .3 **Confirm Staff Job Descriptions** – board members discussed staff job descriptions previously distributed. Wilda will make appropriate amendments to address grammar/formatting and to ensure consistency with respect to headings and phrases.

Motion #26-18 **Moved By: Janet Carson**
 Seconded: Donna Close
 That the Library Staff job descriptions be

approved as amended. Carried.

6.0 Correspondence:

- .1 Letter to Bill Walker following the election to congratulate him and also to emphasize the importance of retaining the increased funding to libraries that was announced in the spring by the previous government.

7.0 Financial Report

- .1 **Monthly statement-** Wilda presented the financial statement for May 2018.

Motion #27-18 **Moved: Peggy Harris**
Seconded: Janet Carson
That the financial statement be received.
Carried.

- 8.0 **CEO report-** Wilda presented the CEO report. Wilda also presented a proposal to use bequest money from the late Geraldine Robinson allocated to the Flesherton Library Kate Macmillan Fund to build pergola/garden area outside the Flesherton Library.

Motion #28-18 **Moved: Donna Close**
Seconded: Janet Carson
That the CEO report be accepted. Carried

Motion #29-18 **Moved: Peggy Harris**
Seconded: Janet Carson
That Wilda be given permission to investigate options for garden/pergola structures. Carried.

9.0 Other Business

- .1 **Closed Session**
Motion#30-18

Moved: Peggy Harris
Seconded: Janet Carson
That the Board move into Closed Session to discuss matters pertaining to an identifiable Individual/s at 7:55 p.m.

Motion #31-18 **Moved: Peggy Harris**
Seconded: Janet Carson
That the Board return to open session at 8:30 p.m.
Carried.

Motions arising from Closed Session:

Motion #32-18. Moved by: Peggy Harris

Seconded by: Janet Carson
That the Library Board confirm the direction to the CEO regarding the matter pertaining to an identifiable individual. Carried

.2 Review/Discussion of Library Museum Governance Study

Brian Henderson reported that he and the Library CEO received a request from, and then met briefly with the Chairman of the Museum Board to discuss the possibility of the two boards meeting to review collaboration and governance options given the recent staff changes at the museum. If there is a mutual interest and board approval in revisiting the governance options between Library and Museum, a joint meeting will be scheduled.

Motion #33-18

Moved: Peggy Harris
Seconded: Janet Carson

That the Library Board is open to a preliminary meeting with the museum board to discuss governance options and collaboration. Carried.

Brian to contact the board members absent from the meeting (Kevin, Allan, Aakash) to make them aware of the above motion.

.3 Policy Development– (draft) Local History Policy

Wilda Allen presented the draft Local History Policy for board approval.

Motion #34-18

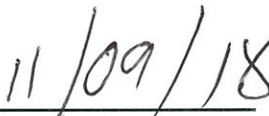
Moved: Donna Close
Seconded: Peggy Harris
That the Local History Policy be approved.
Carried.

10.0 Adjournment: Board members agreed that the next Library board meeting will be Sept 5th, 7:00 pm at the Flesherton Library.

The Chairman adjourned the meeting at 9:30




Signature, Chairperson



Date



Signature, CEO



Date