

**[cancelled]Grey Highlands Public Library Board Meeting
Flesherton Public Library
On
Wednesday, November 21, 2018 at 5:00 p.m.**

Present: Chair, Brian Henderson, Donna Close, Allan Coleclough
Regrets: Janet Carson, Kevin Land, Councillor Aakash Desai,
Absent: Councillor Lynn Silverton

Staff: CEO, Wilda Allen, Becky Hill, Library Assistant

- 1.0 Call to order: At 5:13 p.m.** Chair, Brian Henderson called the meeting to order at 5:13 p.m. With the absence of quorum, the meeting was adjourned.
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**Minutes of the Grey Highlands Public Library Committee Meeting
Held at the Flesherton Public Library
On
Wednesday, November 21, 2018 at 5:13 p.m.**

Board Members Present: Chair, Brian Henderson, Donna Close, Allan Coleclough
Staff: CEO, Wilda Allen, Becky Hill, Library Assistant

1. **Call to order-** Brian Henderson called the committee meeting to order in the absence of the quorum for the Library Board meeting scheduled for Wednesday, November 21, 2018.
2. **Receive minutes of October 24th, 2018 Library Board Meeting:** committee members received the minutes of the October 24th, 2018 Board meeting and recommended that they be approved at the next library board meeting.
3. **Business Arising: Discussion**
 - i. Legacy Document- Committee members discussed the legacy document that will be given to the newly appointed library board. Strategic Plan/Priorities. Recommended that the Strategic Plan be edited so that the priorities are listed as : 1) Cultural Leadership 2) Customer First 3) Tech Friendly 4) Service Growth.
 - ii. 2019 Board meetings: CEO was requested to set first board meeting after January 20th to allow member out of province to attend.
 - iii. Christmas hours- Wilda noted that the libraries would be closed on December 25th, 26th, and 27th of December 2018.
 - iv. Christmas party is set for December 12th at 6:30 p.m. at the Walter Harris Memorial Library following the December Library Board meeting. Board members to bring finger foods, gifts for staff.
4. **Financial Report**
 - .1 **Monthly statement-** Committee members received the October 2018 financial statement.

- .2 **2019 Budget**– Committee members reviewed the draft 2019 Budget. CEO noted that the expenditures are generally flat line except for the employee remuneration which is determined at the municipal level (i.e. Paygrid, COLA, Pay Equity). The CEO noted that there was one new service level increase- for Videographer wages and noted that wages (Jan.-June 2019) for the Videographer are funded by OTF revenues (Ontario Trillium Foundation) for Budget requests additional municipal revenues to fund Videographer wages for July to December of 2019. There was general approval of the budget in principle. The library board requires the final figures for salaries and wages before final approval of the budget.

The Chairman adjourned the committee meeting at 6:48 p.m.



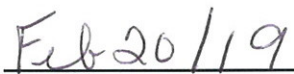
Signature, Chairperson



Date



Signature, CEO



Date