

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Kimberley Public Library
On
Wednesday, June 20, 2012 at 7:00 p.m.**

Present: Jim Harrold, Chairperson, Stewart Halliday, Margaret Russell, Jim Kekanovich, Wilda Allen, CEO

Regrets: Lynn Silverton, Cynthia Stimson David Prentice

Linda Weatherall, Branch Manager was present to give Board members a tour of the Kimberley Branch to view recent additions and changes.

1.0 **Call to order:** Jim Harrold, Chairperson called the meeting to order at 7:00 p.m.

2.0 **Approval of Agenda**

Motion #17 -12 **Moved by: Margaret Russell**
Seconded by: Jim Kekanovich
That the agenda be approved. Carried.

3.0 **Declaration of pecuniary interest- None**

4.0 **Approval of March 21, 2012 Library Board Minutes**

Motion #18-12 **Moved by: Stewart Halliday**
Seconded by: Jim Kekanovich
That the minutes of the March 21, 2012 Library Board Meeting be approved. Carried.

5.0 **Business Arising**

.1 **Request to Council to appoint two Board members-** From the applicants, Jim Harrold presented the recommended candidates to fill the vacancies on the board.

Motion # 19-12 **Moved by: Margaret Russell**
Seconded by: Stewart Halliday
That the board recommends to Grey Highlands Council that applicants Donna Close and Allan Coleclough be appointed to the Grey Highlands Public Library Board. Carried.

.2 **Update Trillium Grant-** Wilda Allen reported that the project is near completion. All funds must be spent and the final report completed by June 30, 2012.

.3 **Update CSIF (Virtual Branch Library Project)-**Wilda reported that the development of the virtual branch and new website is progressing very well.

There was discussion on the process and results that are expected of this project. The virtual branch will be a portal to library services, open all day every day and will be available for queries from all over the world. Certain e-resources will require library membership.

6.0 Correspondence: none

7.0 Financial Report:

.1 Monthly Financial Report

Motion #20-2012 Moved by: Margaret Russell
Seconded by: Jim Kekanovich:
That we direct our CEO to request of the Municipal Treasurer that the headings on the next financial statements be corrected as necessary. (i.e. title headings). Carried.

Motion #21-2012 Moved by: Jim Kekanovich
Seconded by: Margaret Russell
That, whereas the 2011 Financial report information appears to be incomplete, the Board directs the CEO to work with the Municipal auditors to produce accurate 2011 statements as soon as possible. Carried.

Motion #22 2012 Moved by: Stewart Halliday
Seconded by: Margaret Russell
That the Board conditionally receives the financial statements for March and April and May 2012. Carried.

8.0 Property and Planning

.1 Flesherton Library Project Update. a) Digital Sign- Permits have been received from the MTO and the Municipality for the digital sign to be built in front of the Flesherton Library. The digital sign has been ordered with installation scheduled for August. Other municipal departments and some community groups may also be allowed to place information on the sign, under the Library CEO's direction. b) The plaque has been installed in the library. c) There was some discussion on the Kate MacMillan fund. Once the new Flesherton Library building project is completely finished, the balance of project donations will be transferred to the Kate MacMillan Fund.

9.0 CEO Report – Wilda reviewed her report as attached.
There was some discussion on the SLC decision to contract with another company for KOHA hosting and support. The SLC must be cautious when terminating a contract before the period is up. It is advisable to mediate rather than opt for arbitration.

Wilda provided additional information regarding the Emergency Measures and Intake Workshop that four staff attended in Owen Sound on June 8th and noted that the Library Staff would be participating in a municipal mock disaster exercise in fall.

The CEO also reported that the Grey Highlands Library Board is now required to have its own bank account to receive operating grants and other available funding.

Motion: #23 -12 **Moved by: Margaret Russell**
Seconded by: Jim Kekanovich
That the CEO report be accepted. Carried.

Motion #24-2012 **Moved by: Jim Kekanovich**
Seconded by: Margaret Russell
That quotes be sought from the local banks for this purpose.
Carried.

10.0 Other Business:

- 1 Reasonable compensation to Board Members:** Jim Harrold noted that while board members are not paid for library service, it is reasonable to provide compensation for mileage. It was agreed that for the next board meeting, Jim and Wilda Allen would work on a suggested mileage compensation formula to be paid out to volunteer board members for travelling to meetings.


- 2. Governance – Strategic planning for the future.** Jim Harrold introduced information for public meetings re: current library service, improvements and other suggestions for moving ahead with Library services in the three locations. Stewart Halliday suggested that perhaps the Library Public meeting could be included in the upcoming Municipal Community Development meetings. Jim Harrold will get information on the upcoming municipal strategic planning meetings and determine whether the library should be part of this exercise or hold separate strategic planning meetings for library services. Jim will email board members if he feels if the board should consider joint meetings.

11.0 Adjournment: The meeting was adjourned at 8:50 p.m. on a motion of Margaret Russell.


Next meeting- Wednesday, September 19th, 2012
Walter Harris Memorial Library



Signature Chairperson



Date



Signature CEO



Date