

**Minutes of the Grey Highlands Public Library Board Meeting  
Held at the Flesherton Public Library  
On  
Wednesday, October 19, 2011 at 7:00 p.m.**

**Present:** Lynn Silverton, Vice Chairperson, Stewart Halliday,  
Margaret Russell, David Prentice, Jim Kekanovich,  
Cynthia Stimson, Wilda Allen, CEO.

**Regrets:** **Jim Harrold**

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

**2.0 Approval of Agenda**

**Motion #39 -11 Moved by: Stewart Halliday  
Seconded by: Cynthia Stimson  
That the agenda be approved. Carried.**

**3.0 Declaration of pecuniary interest- None**

**4.0 Approval of September 21, 2011 Library Board Minutes**

**Motion #40-11 Moved by: David Prentice  
Seconded by: Stewart Halliday  
That the minutes of the September 21, 2011 Library  
Board Meeting be approved. Carried.**

**5.0 Business Arising**

**.1 Update West Grey contract-** Lynn Silverton reported on the Library meeting with representatives from West Grey at the Walter Harris Memorial Library on Friday, September 23, 2011. A new 5 year contract with West Grey has been established at \$13,500. for 2012 with 2% increases each consecutive year.

**Motion #41-11 Moved by: Stewart Halliday  
Seconded by: Margaret Russell  
That the Grey Highlands Public Library Board  
approve the contract with West Grey Public Library  
Board, as presented by Wilda Allen, CEO on October**

**19, 2011. Carried.**

**.2 Request to Council to appoint two Board members**

Wilda will follow up with Jim Harrold regarding the notification to council regarding board vacancies. Lynn Silverton noted that the municipality would be advertising for vacant positions on local boards at the beginning of 2012. Wilda will contact Debbie Robertson, Clerk of the Municipality re: inclusion of the library board members in the ad for new members.

**.3 Review of Library Hours**

Wilda presented a report regarding the Library hours of the System Libraries. The report proposed some adjustments to the branch hours to reflect the community use by reducing the hours in Kimberley from 19.5 to 15.5 hours per week; equal hours in Flesherton with changes in the Saturday hours from 11 a.m. to 3 p.m. to 9 a.m. to 2 p.m.; adding 3 hours to the Markdale Branch- Wednesday 10-1. The proposed changes were reviewed and discussed. Jim Kekanovich asked if opening the Flesherton Library on Sunday rather than increasing hours on Wednesday at the Walter Harris Memorial Library in Markdale should be considered. It was pointed out that at this time community use indicates that the greatest need is for increased open hours during the week at the Walter Harris Memorial Library which is the busiest branch. Also, if the Flesherton Library were to increase hours according to community use, it would be more beneficial to increase hours during the weekdays when the schools and businesses are open. David Prentice also noted that opening an additional day would also increase costs for heat and hydro.

**Motion #42-11 Moved by Margaret Russell  
Seconded by David Prentice  
That the C.E.O. recommendation for changes to  
the hours of the library branches within the  
system be approved. Carried.**

**6.0 Correspondence: None.**

**7.0 Financial Report:**

**.1 Monthly Financial Report**

**Motion #43-11 Moved by: Jim Kekanovich  
Seconded by: Cynthia Stimson  
That the Board accept the financial statement  
for September 30, 2011. Carried.**

## **8.0 Property and Planning**

- .1 Flesherton Library Project Update.** As of October 31, all invoices have to be in for the final grant payment.  
There was discussion on the covering to cover the outside heating/cooling pipes. A quote in install additional cladding has been requested and will be included under the BCF grant.
- (a) Financial report New Library Project/BCF grant – Wilda is preparing.
  - (b) Update re: Fundraising for new library - now up to \$100,000.
  - (c) Update sale of current library-Stewart Halliday  
Reported by Stewart that the building has sold for \$220,000. net income of \$213,430. minus survey costs  
A receipt for the "donation in kind" will be forwarded to ReMax and Royal LePage.

**9.0 CEO Report** – Wilda reviewed her report as attached.

**Motion: #44-11 Moved by: Margaret Russell  
Seconded by: Cynthia Stimson  
That the CEO report be accepted. Carried.**

## **10.0 Other Business:**

- .1 Wilda reported that the Collingwood Public library has postponed further meetings (until the new year) with Grey Highlands and Clearview Public Libraries re: proposed reciprocal borrowing agreement. This delay will affect the 2012 budget estimates.
- .2 Review of job descriptions/pay equity- The Board directed Wilda to review the staff job descriptions and salaries for the November meeting where they will be discussed in camera

**11.0 Adjournment:** The meeting was adjourned at p.m. on a motion of Margaret Russell & David Prentice.

The next meeting will be November 16, 2011 at 7 p.m.

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

\_\_\_\_\_  
Date

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

Date \_\_\_\_\_