## Minutes of the Grey Highlands Public Library Board Meeting Held at the Walter Harris Memorial Library On

Wednesday, September 19, 2012 at 7:00 p.m.

**Present:** Jim Harrold, Chairperson, Lynn Silverton, Vice Chairperson, Stewart Halliday, Margaret Russell, Cynthia Stimson, David Prentice, Allan Coleclough, Donna Close, Wilda

Allen, CEO, Stephen Wood, Library Staff

Regrets: Jim Kekanovich

- **1.0 Call to order:** Jim Harrold called the meeting to order at 7:00 p.m. and welcomed new board members, Donna Close and Allan Colectough. Each board member was invited to give a brief bio as a way of introduction to the new members.
- 2.0 Approval of Agenda

Motion #25 –12 Moved by: Lynn Silverton

Seconded by: Margaret Russell

That the agenda be approved as amended. Carried.

(Items10.2 Safe walkway Highway #10 Flesherton.; 10.3. Update Municipal Emergency measures 10.4-Grey County Planning)

- 3.0 Declaration of pecuniary interest- None
- **4.0 Tour of New Virtual Branch** Stephen Wood, Virtual Branch Librarian, provided a brief tour of the new e-branch for the Grey Highlands Public Library. Stephen is a recent graduate of the MLIS program University of Western Ontario and has been working under contract (CSIF grant). Stephen's contract is up in November. There was discussion regarding the maintenance of the new e-branch and website once Stephen's contract is finished.

Motion #26-12 Moved by: Stewart Halliday

Seconded by: David Prentice

That we thank Stephen Wood and Wilda Allen for their work

in developing the E-Branch so successfully. Carried.

5.0 Approval of June 20, 2012 Library Board Minutes

Motion #27-12 Moved by: Stewart Halliday

Seconded by: Margaret Russell

That the minutes of the June 20, 2012 Library Board Meeting

be approved. Carried.

ghplbdmtgsept192012

### 6.0 Business Arising

- .1 **Update Trillium Grant** the final report has been forwarded to the Trillium Foundation. Wilda gave a summary of the materials that were purchased under the accessibility grant i.e. shelving, computers, signage, software and other equipment.
- .2 Update CSIF- project must be completed by Nov.15, 2012.
- .3 Update Digital Sign Wilda reported that the digital sign has been constructed, installed and is now in operation.
- .4 Update reasonable compensation for Library Board Members- There was some discussion on this matter and each Board member will calculate their mileage to each board meeting and submit to Wilda for compensation.
- .5 Update separate Bank Account information is being collected from three banks re: charges etc. This process is taking place as some grants require the Board to have their own account and when funds are received they would then be paid out to the Municipality as the Municipal Treasurer does the Library finances.
- **.6 Update Library Strategic Plan** –At present there is no official Strategic Plan for the library.

Discussion and Comments around the table: Suggestion to have planning meetings at each Library to gather input from residents in the different areas of the Municipality. Items that may be included in any plan could be staffing resources, expanding role as cultural leader, book clubs. We have our "Vision" statement. Where do we want to go in the future?

The Libraries are very busy with people using the digital access and making use of the CAP student for instruction. The Children's area are high traffic areas with children and parents, a real gathering place and a social time for those in attendance.

Allan Coleclough indicated that he is very impressed with the current staff and with the new e- branch that Stephen had completed for the Library system. As time goes on the users of the library will expect the e-resources to increase. Currently there is still a great demand for books and traditional services.

#### 7.0 Correspondence:

.1 Resignation was received from Board member Jim Kekanovich.

**Motion #28-12** 

Moved by L. Silverton Seconded by A. Coleclough That the Grey Highlands Public Library Board accept the resignation of Mr. Kekanovich. Carried.

ghplbdmtgsept192012

Ja

M.P.P.

.2 Letter to Larry Miller MP, copied to Bill Walker re: our objections to the cancellation of the CAP program funding.

# 8.0 Financial Report:

.1 Monthly Financial Report

Motion #29-12

Moved by: Cynthia Stimson

Seconded by: David Prentice

That the financial report be received. Carried.

### 9.0 Property and Planning

.1 No report

(Beth Kennedy, Branch Head Walter Harris Memorial Library joined the meeting)

10.0 CEO Report -

Wilda presented the report for July, August and September along with the CEO Annual Report for 2011.

Defibrillators have been installed in the Libraries and training is upcoming. Wilda also noted that the Library Staff would be taking part in a mock disaster exercise in October providing Registration and Inquiry Service.

Wilda encouraged Board members to support upcoming programs and events:

- Local Connections: Getting Organized on Tuesday, September, 24<sup>th</sup> at the Walter Harris Memorial Library
- Flesherton Library Harvest Café on October 26<sup>th</sup> at the Kinplex in Flesherton.
- Book Sale- Walter Harris Memorial Library- Oct. 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>.

#### 11.0 Other Business:

.1 Policy-new Digital Sign

For the next meeting consider a plan for usage of the digital sign at the Flesherton Library. Who will use it and other matters regarding the sign.

.2 Walkway/sidewalk for number 10 Hwy between G.H.S.S. and the Village Stewart Halliday spoke to the walkway/sidewalk issue and that the Municipality is speaking with the MTO regarding the issue.

Motion #30-12

Moved by: Allan Coleclough

Seconded by: David Prentice

That the Grey Highlands Public Library Board advises the

ghplbdmtgsept192012

gla

Municipality of Grey Highlands that it is concerned with student and pedestrian safety in Flesherton between the connecting link and the Grey Highlands Secondary School and that the board requests that the Municipality exercise all efforts to improve the situation. Carried.

## .3 Grey Highlands Emergency Measures

Stewart Halliday reported on plans for Grey Highlands Municipal Emergency Measures for disasters. Several municipal buildings have been designated as emergency sites including arenas, libraries, and fire halls.

#### .4 Grey County Planning

Stewart Halliday also noted that the concept of a County Library System is part of upcoming Grey County Planning meetings: does the Library Board have any interest in to a County Library system? Chairman, Jim Harrold commented that the Board would want to be involved as a major player, not necessarily for or against the County System concept and would be interested in hosting any meetings.

The Board toured the Markdale branch to see all the changes that have taken place under the Trillium Grant.

**12.0** Adjournment: The meeting was adjourned at 9:05 p.m. on a motion of. David. Prentice

Next meeting – October 17, 2012 Flesherton Public Library

Signature Chairperson

Signature CEO

Oct. 17, 2012

Date

Data