

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Walter Harris Memorial Library
On Wednesday, March 25, 2009 at 7:00 p.m.**

Present: Jim Harrold, Chairman, Marc Duez, Stewart Halliday, Jim Kekanovich, David Prentice, Margaret Russell, Cynthia Stimson, Lynn Silverton, Randy Spence, Wilda Allen, CEO, Beth Kennedy, Branch Head

Regrets: Margaret Russell

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

2.0 Approval of Agenda

**Motion # 12-09 Moved by: David Prentice
Seconded by: Marc Duez
That the agenda be approved. Carried.**

3.0 Declaration of pecuniary interest or conflict of interest
None

4.0 Approval of Minutes of the February 18, 2009 Board Meeting

**Motion #13-09 Moved by: Lynn Silverton
Seconded by: David Prentice
That the minutes of the February 18, 2009 board meeting be approved. Carried.**

5.0 Business Arising

.1 ILS System Update

Wilda reported that Hanover's test site is up and running. Sandboxes have been set up for testing of a data submission from Grand Valley, North Perth & West Grey.

.2 Security System update

Beth Kennedy reported that installation of the security system for the Walter Harris Memorial Library is set for April 15, 2009.

6.0 Correspondence

.1 Grey Bruce Health Unit re: Ontario's New Regulations for Drinking water systems.

7.0 **Financial Report:**

.1 **2009 Budget**

The budget has been approved as submitted by the board. Thanks to Wilda for her patience and all her work on this. There was discussion regarding the 2009 Municipal Budget. While the Library Budget has been approved for a 2% increase there is concern that in these difficult economic times, the 2009 municipal budget shows a reduction in the areas of recreation and culture and an increase in administrative costs. This budget includes increasing the service area in Grey Highlands for use of Collingwood Public Library. There was discussion regarding the communication to residents living in the expanded service area. Information will be sent through a bulk mailing to the mailboxes in the expanded service area to ensure that the residents, rather than property owners, receive the letter. Staff will also distribute information to the postal offices in Singhampton and Badjeros. Wilda requested that board members refer any requests concerning Collingwood Library service to Library staff to ensure that correct information is given.

.2 **Monthly Financial Report**

The Financial statement for February 2009 was presented.

Motion # 14-09

Moved by: Jim Kekanovich

Seconded by: Stewart Halliday

That the Financial Report be accepted.

Carried.

8.0 **Property & Planning**

.1 **Flesherton Library expansion- review of EOI responses**

Replies were received from the following architectural firms:

Peter Ferguson, Kimberley

Allan Avis, Goderich

Marklevitz Architects, Stratford

Paul Dawson, Flesherton

G.M. Diemert Architect Inc. Owen Sound

Icon Architects, Toronto

Live Architecture, Ottawa

Lawrence Dodd, Toronto

William Bird, Architects, Guelph

There was discussion about process – involvement of staff in the plans.

Motion # 15-09

Moved by: Stewart Halliday

Seconded by: Marc Duez

That Chairman, Jim Harrold and David

**Prentice prepare a functional statement for the new Flesherton branch and that it be distributed at least a week before the next board meeting and that the five architectural firms of: Peter Ferguson from Kimberley
Allan Avis, Goderich
Marklevitz Architects, Stratford
Paul Dawson, Flesherton
G.M. Diemert Architect Inc. Owen Sound
be invited to a Bidders' meeting where they will be given the functional statement and then walk to the site. Carried.**

The Bidders' Meeting will take place on Thursday April 23rd at 4:30 p.m.

Proposal date – May 16th at 9:00 a.m. at the Community Hall at South East Grey Support Services if it is available.

9.0 CEO Report:

- .1 **Monthly CEO report-** CEO Wilda Allen distributed the monthly report and reviewed the highlights.

Motion #16-09 **Moved by: Lynn Silverton**
Seconded by: David Prentice
That the monthly CEO Report by received as presented. Carried.

10.0 Other Business:

- .1 .Split Rail Vol II – next meeting date April 4th

.2 Personnel policy

Motion #17-09 **Moved by: Randy Spence**
Seconded by: Cynthia Stimson
That a letter be sent to Council acknowledging the receipt of the revised Municipal Personnel Policy and informing them that the Library Board is required under the Public Library Act to develop a separate Personnel Policy and that the board will review the current policy and try to harmonize it as much as possible with the municipal policy while staying within the regulations of the Public Library Act. Carried

11.0 Adjournment: Lynn Silverton moved that the meeting be adjourned at 8:40 p.m..

Next meeting has been set for April 15, 2009 at the Flesherston Public Library Branch at 7:00 p.m.

Signature Chairperson

Date

Signature CEO

Date