



## **MINUTES-The Blue Mountains Public Library Board**

**MEETING DATE: Wednesday May 23 , 2012**

**LOCATION: L.E. Shore Memorial Library**

**PREPARED BY: Carol Cooley**

### **1. Call To Order**

C. Innes called the meeting to order at 7:00

Present: G. Whitbeck, C. Innes, J. Halos, I. Reboh, J. Armstrong, M. Martin, J. Salvatore

Excused: L. Ardiel; I Reboh

Absent:

### **2. Approval of Consent Agenda**

C. Innes read an invitation from the Town regarding the Volunteer Appreciation Ceremony.

Moved by: J. Halos

Seconded by: M. Martin

To accept the consent agenda as approved.

### **3. Approval of Revised Agenda**

Additions: 6.3 Fund Development and 6.4 Financial Services

Moved by: L. Grigg

Seconded by: J. Salvatore

To accept the agenda as approved.

#### **4. Presentations**

No Presentations

#### **5. Reports**

##### **5.1 CEO Updates**

C. Cooley read the following updates into the minutes:

- Our summer newsletter is out and includes our programs. In addition we are scheduling the popular visit to the Observatory. The date has yet to be set. Our storytime at the Clarksburg Farmer's Market has been well received by the organizers.
- We had 50 people attend Judith Plaxton's book launch. It was very successful for a hot and sunny day.
- We circulated 151 e books in April. E. Chandler will be giving be a breakdown in future as to how many are circulating from our own collection. Our own collection has been launched and there is information in the newsletter for our patrons regarding training, use, content etc.
- We are running a recycled art project in conjunction with the Green Fair. Ads are currently running. Intake will be in June and the items will be stored at 177 Bruce Street until September.
- The Asset Management Reserve Fund changed was approved by the Finance and Administration Committee. It now goes to Council.

##### **5.2 Financial Report**

C. Innes asked about equipment expenses. C. Cooley noted that the explanation was under note 1 but the note should be clarified so that the link is made with equipment expenses which include service agreements.

Moved by: J. Halos

Seconded by: G. Whitbeck

To receive the report as submitted.

##### **5.3 Safety Report**

We now have a set of defib pads for children in our Mikey box. E. Barker is going to ensure that staff are aware how they are to be applied as they are placed differently on children.

## **6. Business Carried Forward**

### **6.1 Review of Action Log**

C. Innes reviewed the Action Log.

### **6.2 Community Foundation**

C. Innes reviewed the letter that she had sent to Council. The letter was included in a report prepared by the Town's CAO, T. Speck. The report provided good background and recommended that a meeting be set up to discuss the issue with relevant parties. Council approved this recommendation. After the meeting there was a brief discussion in the hallway with the Library, BVO and L. Wykes who is spearheading the foundation initiative. The discussion was interesting and demonstrated the value of community groups network as per the Sustainable Path.

### **6.3 Fund Development Committee**

C. Cooley distributed the revised brochure but indicated that some of the changes discussed at the last meeting were missed. C. Cooley asked the Board to provide additional input.

### **6.4 Financial Services**

C. Cooley distributed the report outlining the requirements for the bank account and the recommendations that would allow us to comply with the act and our new granting agency, while at the same time keeping business as similar and simple for the Town.

Moved by: J. Halos

Seconded by: G. Whitbeck

To approve the recommendations contained in the report. Direction was given to C. Cooley to meet with the Director of Finance, R. Cummings to implement the recommendations.

## **7. New Business**

### **7.1 Presentation to Council**

C Innes noted that the presentation was almost finished and encouraged the Board to attend the meeting when it will be presented to Council.

**7.2 Policy Review-Section 3**

The Policy was reviewed. No changes were made. C. Cooley will note the date of review on the policy and send it out electronically to the Board.

**8. Round the Table**

**9. Next Meeting Date: Wednesday June 20, 2012 @ 7:00 p.m.**

**10. Adjournment**

Moved by: M. Martin

That this meeting do now adjourn at 8:25 p.m.

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**Board Chairperson**