



MINUTES-The Blue Mountains Public Library Board

MEETING DATE: Wednesday May 22 , 2013

LOCATION: L.E. Shore Memorial Library

PREPARED BY: Terri Pope

1. Call To Order

C. Innes called the meeting to order at 7:05.

Present: G. Whitbeck,, M. Martin, C. Innes, L. Ardiel, J. Salvatore, L. Grigg, J. Halos. I. Reboh arrived at 7:30.

Regrets: J. Armstrong

2. Approval of Consent Agenda

Moved by: J. Halos

Seconded by: G. Whitbeck

To approve the consent agenda. Carried

3. Approval of Agenda

Moved by: L. Grigg

Seconded by: M. Martin

To approve the agenda. Carried

4. Presentations

No Presentations

5. Reports

5.1 CEO Updates

- Our first AskON session was today and staff are excited about offering this service.
- A summer student has been hired. She will work 35 hours per week for 10 weeks. We will use our current page to help fill extra hours.
- We are required to submit an operations plan for the Parking Lot Party, which staff has prepared.
- The Parking Lot Party has been posted on our Facebook page and received over 90 views in the first day.
- The AAC is holding a Silent Auction for Joan Folinsbee from May 21-28 to help sell off her remaining paintings due to illness.
- Library staff participated in the Staff Update event hosted by the Town of the Blue Mountains. I was able to give a brief description of the library and what we do.
- Library staff attended the Rotary Trivia Night to help raise funds for Shelter Boxes.
- Deirdre Kelly has agreed to champion our book for the Georgian Bay Reads events.

5.2 Financial Report

The financial report will be delivered in its original excel format starting in June 2013.

Moved by: G. Whitbeck

Seconded by: L. Grigg

To receive the Financial Report, including the bank reconciliation, as submitted.
Carried.

5.3 Safety Report

The Board wishes to extend their thanks to E. Baker for her North American Occupational Safety and Health (NAOSH) Week 2013 initiatives.

Moved by: M. Martin

Seconded by: L. Ardiel

To receive the Health and Safety Report. Carried.

6. Business Carried Forward

6.1 Review of Action Log

C. Innes reviewed the Action Log.

T. Pope will send out the Parking Lot Party schedule for Board participation. T. Pope will also investigate the ownership of 177 Bruce St. It is anticipated that the Board will provide Council with an update at their June 17th meeting. Council will be invited to the library for an event in the fall.

6.2 Brochure

The Board agreed to print the Brochure as presented.

7. New Business

7.1 Strategic Plan Review

The Board reviewed the current strategic plan, noting which goals had been accomplished and which were still in progress. A committee will be struck in the fall of this year to begin planning for the 2015 – 2018 strategic plan. It should be completed and approved by the Board by November 2014, so that it is in place for the next Board.

7.2 Budget

The Board has instructed T. Pope to contact C. Cooley regarding the budgeting process. It is anticipated that the library budget should come in under 2%. M. Martin and J. Halos noted that the Town of The Blue Mountains Auditor's report indicated the Town's overall financial health was good, but depreciation and amortization of assets was problematic. A new asset management process is in place to help deal with this issue.

7.3 Willow Tree on 177 Bruce St.

T. Pope will get confirmation of who owns the property and thus has to deal with the tree. It is quite large and a large branch came off in a late winter storm. It is also constantly dropping debris on the house and property. If it is a risk management issue, it may need to be removed prior to expansion.

7.4 AAC

The AAC would like to hold a Silent Auction for the remainder of the May art show to aid the artist who is also on the Council and who has fallen ill.

Moved by: G. Whitbeck

Seconded by: L. Ardiel

To allow the Silent Auction to be held as a one time event. Carried

7.5 CEO Review

Moved by: J. Halos

Seconded by: L. Grigg

To move into a closed session at 9:05 pm regarding a personnel matter concerning a recognizable individual. Carried

Moved by: G. Whitbeck

Seconded by: L. Grigg

To move out of the closed session at 9:35 pm. Carried

Next Meeting Date: Wednesday June 19, 2013 at 7:00 p.m.

Adjournment

Moved by: M. Martin

That this meeting do now adjourn at 9:41 p.m.

C.J. Innes

Board Chairperson