



MINUTES-The Blue Mountains Public Library Board

**MEETING DATE: Wednesday March 19, 2014 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: C. Innes, L. Grigg, I. Reboh ,J. Armstrong, J. Salvatore

Regrets: J. Halos, M. Martin, L. Ardiel, G. Whitbeck

2. Approval of Consent Agenda

Moved by: J. Salvatore

Seconded by: L. Grigg

To approve the consent agenda. Carried

3. Approval of Agenda

Moved by: J. Armstrong

Seconded by: I. Reboh

To approve the agenda. Carried Presentations

No Presentations

4. Reports

4.1 CEO Updates

The fireplace is fixed. The Grey County Draft Committee Report on a County library system will not be going forward. The new paperback shelves have arrived and are installed. I attended a Federation of Public Libraries Webinar discussing the changing perspective on data collection and how the data is used for supporting public libraries. A movement is underway to embrace performance measures and real impacts that library services and programs are having on their communities. Outcome measures are much more powerful and effective than input and output statistics.

4.2 Financial Report

T. Pope presented the financial report.

Moved by: J. Armstrong

Seconded by: L. Grigg

To receive the Financial Reports as submitted. Carried.

4.3 Safety Report

A fire inspection occurred on March 3, 2014 and an order was issued for a breach in the wall in the technology cupboard. It has now been fixed. The fire alarms and fire extinguishers have all been checked and certified.

Moved by: J. Salvatore

Seconded by: I. Reboh

To receive the Health and Safety Report. Carried.

6. Business Carried Forward

6.1 Review of Action Log

C. Innes reviewed the Action Log.

2015 is the 20th Anniversary of the L. E. Shore Memorial Library building and the Board discussed some ideas for the celebration. Any further ideas are to be brought to a subsequent meeting.

Human Resources agreement, Annual Report moved to the April meeting.

6.3 Development Charges Study

The Board discussed the previous study. It was determined to remove anything related to the book mobile. To reduce the additional space required from 10,000 square feet to 8000 in response to the lack of growth over the last study. The date for completion of the expansion was shifted out to 2020. T. Pope will make the necessary changes and submit the revised chart to the Board for approval.

6.4 Strategic Plan

The Strategic Planning committee will review the summary document provided by A.M. Madziak, SOLS consultant as a result of the March planning session. Any additional comments are to be forwarded to the committee in preparation for a draft document.

6.5 Use of credit/debit card

T. Pope presented the Board with capital costs and transaction costs for the use of credit and debit cards. A report will be brought to the April meeting for further discussion.

6.6 CEO Work Objectives

The objectives were reviewed. They will help the CEO prepare her self-evaluation and the end of the year.

Moved by: L. Grigg

Seconded by: I. Reboh

To approve the CEO Work Objectives. Carried.

7. New Business

7.1 Marketing Plan Review

T. Pope gave an update of the annual marketing plan. Staff will be reminded to let people know to subscribe online to the blogs to get the latest information related to the topics that interest them.

Moved by: L. Grigg

Seconded by: I. Reboh

To accept the Marketing Plan Review. Carried.

7.2 Planning Policy

The Planning Policy was offered by T. Pope as the next policy to work towards accreditation. This policy ensures the Library Board has a strategic plan and a review process in place.

Moved by: L. Grigg

Seconded by: J. Salvatore

To approve the Planning Policy. Carried.

8. Round the Table

C. Innes reminded Board members that the library is to remain neutral during the upcoming municipal elections in the fall and discussions about library matters should reflect that neutrality. As individuals, board members may participate as they like.

Next Meeting Date: Wednesday April 16, 2014 at 7:00 p.m.

Adjournment

Moved by: J. Armstrong

That this meeting do now adjourn at 9:04 p.m.

C.J. Innes

Board Chairperson