



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

**MEETING DATE: Wednesday April 16, 2014**

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

**PREPARED BY: Terri Pope**

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

C. Innes called the meeting to order at 7:07.

Present: C. Innes, J. Halos, M. Martin, L. Ardiel, I. Reboh, G. Whitbeck,

Regrets: L. Grigg, J. Armstrong, J. Salvatore

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

Moved by: L. Ardiel

Seconded by: M. Martin

To approve the amended agenda which includes the removal of the following items:  
6.5 Use of credit/debit card and 7.2 2013 Audit. Carried

### **3. Approval of Consent Agenda**

Moved by: M. Martin

Seconded by: L. Ardiel

To approve the consent agenda. Carried

### **4. Presentations**

No Presentations

### **5. Reports**

#### **5.1 CEO Updates**

The flooring tender will go out shortly. The work is expected to be completed at the end of August or early September. The new paperback shelves have arrived and are installed. Staff met with representatives of the OPP and the fire department to discuss this year's parking lot party. No changes from last year's event. If the fence that separates the library from 177 Bruce Street is removed before the party, snow fencing will be used to establish the perimeter of the event.

## **5.2 Financial Report**

T. Pope presented the financial report.

Moved by: G. Whitbeck

Seconded by: M. Martin

To receive the Financial Reports as submitted. Carried.

## **5.3 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.

Moved by: J. Halos

Seconded by: G. Whitbeck

To receive the Health and Safety Report. Carried.

## **6. Business Carried Forward**

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

C. Innes reviewed the Action Log.

### **6.2 Development Charges Study**

The revised report as discussed in the March meeting was presented to the Board for review. The Board had a general discussion about how the numbers are derived and how the monies are collected from new development in the community for future growth related projects.

Moved by: I. Reboh

Seconded by: G. Whitbeck

To approve the revised development charges study. Carried.

### **6.3 Strategic Plan**

C. Innes reviewed the process for developing the mission statement. The mission statement is supposed to reflect the purpose of the library. Board members will review the action verbs presented and email their selections to C. Innes. Board members were reminded to review the vision statement prior to the May meeting.

### **6.6 Reciprocal Borrowing**

T. Pope noted that the Meaford and West Grey resolutions regarding integrated library services in Grey County will be on the next Council agenda. C. Innes reviewed with the Board our existing reciprocal agreements with Meaford and Grey Highlands. We will continue to monitor the situation.

## **7. New Business**

### **7.1 Advocacy Policy**

T. Pope circulated the new policy prior to the meeting for review. This policy is mandatory for accreditation and it outlines the Board's responsibilities for advocacy.

Moved by: J. Halos

Seconded by: M. Martin

To accept the Advocacy Policy. Carried.

### **7.3 HR Agreement**

C. Innes reviewed the document and comments provided by the Human Resources Manager of the Town of the Blue Mountains. The document will be formalized and brought back to the Board for approval.

### **7.4 Land Acquisition**

Moved by: G. Whitbeck

Seconded by: M. Martin

To move into closed session regarding land acquisition at 8:35. Carried.

Moved by: L. Ardiel

Seconded by: G. Whitbeck

To move out of closed session at 8:47. Carried.

### **8. Round the Table**

C. Innes reminded Board members to review the annual report and return any comments to T. Pope directly.

**Next Meeting Date:** Wednesday May 21, 2014 at 7:00 p.m.

### **Adjournment**

Moved by: J. Halos

That this meeting do now adjourn at 8:51 p.m.

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C.J. Innes

**Board Chairperson**