



MINUTES-The Blue Mountains Public Library Board

MEETING DATE: Wednesday April 18th , 2012

LOCATION: L.E. Shore Memorial Library

PREPARED BY: Carol Cooley

1. Call To Order

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

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

Excused: L. Ardiel; L. Grigg

Absent:

2. Approval of Consent Agenda

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

Moved by: G. Whitbeck

Seconded by: M. Martin

To accept the consent agenda as approved.

3. Approval of Agenda

Moved by: G. Whitbeck

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:

- The meetings to review pay equity results have been rescheduled for late May/early June.
- D. St. Jacques was successful in obtaining a grant for a seniors program that the Library wishes to run. The details will be made public later in the spring.
- E. Chandler will be applying for funding to upgrade our website to be AODA compliant. The application will be submitted by the end of June.
- Between the Arts Advisory Committee and the D. St. Jacques we have been offering significantly more adult programs and they have been well attended. The last two programs we offered were attended by 51 and 36 adults respectively. We have been getting good feedback about the ad we placed in On the Bay. After school and children's programs are also well attended. The numbers are almost getting to be a bit unmanageable for the size of the story tower.
- Black Angus has confirmed that they will partner with us at the Parking Lot Party. We are pleased to have them aboard again this year.
- We are renting a booth at the Clarksburg Farmer's Market and will offer story time in the summer months.
- E. Chandler has trained staff on downloading e-books and will also be scheduling one-on-one sessions with members of the public.
- E. Chandler will be attending a meeting of Grey County Libraries in my absence. The meeting will be hosted by Owen Sound.

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: M. Martin

Seconded by: J. Salvatore

To receive the report as submitted.

5.3 Safety Report

E. Barker has attended her first meeting as the Library's representative and received an orientation from S. Hills. E. Barker has created a Health & Safety file on the Library's z drive so that they can easily access the appropriate information.

5.4 Fund Development Committee Report

The Committee submitted a brochure that would be used as part of our solicitation of bequests and donations. The intent is to use this to raise funds for the expansion of the Library and help reduce the amount that is not covered by Development Charges. The brochure is designed to honour the original donation made by L.E. Shore and to encourage people to continue that legacy.

The Board discussed the issue of the Community Foundation as presented at the last Council meeting. A Foundation that had dedicated fund raising staff would make it difficult for other groups, including the Library, to raise funds. When we raise funds for the building we need to be able to use 100% of the money for the project, not the interest less 2% of a grant that we may or may not receive. The Board agreed that they should take the opportunity afforded them by Council to express their concerns. The Chair will write a letter to that effect.

Moved by: M. Martin

Seconded by: J. Halos

To accept the brochure as revised and approve the direction proposed by the Committee.

6. Business Carried Forward

6.1 Review of Action Log

C. Innes reviewed the Action Log.

6.2 Financial Services

The attachment was reviewed. C.Cooley also supplied the Board with an email sent from the Ontario Government that afternoon. Provincial Grants are now being handled centrally. Of interest are the requirements outlined for libraries to receive grants.

Moved by: J. Salvatore

Seconded by : J. Halos

To take the steps required to comply with requirements to receive our provincial grant.

Moved by: G. Whitbeck

Seconded by: J. Halos

To pursue the Financial Services agreement as outlined.

7. New Business

7.1 Reserve Fund Motion

C. Cooley reviewed the report outlining the recommendation as per the discussion with R. Cummings, Director of Finance for the Town.

Moved by: M. Martin

Seconded by: J. Halos

To receive request that Council change the Asset Management Reserve into an Asset Management Reserve Fund for the purpose of earning interest. Further, the outstanding grants that had originally been deposited into the Asset Management Reserve would remain in that fund.

7.2 Policy Review-Section 2

C. Cooley provided the Board with an overview of the changes to this policy. The significant changes relate to statements regarding public use of wireless internet.

Moved by: J. Halos

Seconded by: M. Martin

To approve the Policy as submitted.

7.3 May Meeting Date

For a variety of reasons it would be preferable to change the May 16th meeting date. The Board concurred and the date for the meeting has been changed to May 23rd, 2012. C.Cooley will email the Board.

8. Round the Table

9. Next Meeting Date: Wednesday May 23rd, 2012 @ 7:00 p.m.

10. Adjournment

Moved by: G. Whitbeck

That this meeting do now adjourn at 9:05 p.m.

Board Chairperson