



MINUTES-The Blue Mountains Public Library Board

MEETING DATE: Wednesday February 20 , 2012

LOCATION: L.E. Shore Memorial Library

PREPARED BY: Terri Pope

1. Call To Order

C. Innes called the meeting to order at 7:04.

Present: G. Whitbeck, I. Reboh, M. Martin, J. Salvatore, L. Grigg, C. Innes, L. Ardiel, J. Armstrong

Absent: J. Halos

2. Approval of Consent Agenda

Moved by: M. Martin

Seconded by: L. Grigg

To approve the consent agenda. Carried

3. Approval of Agenda as ammended

Moved by: L. Ardiel

Seconded by: G. Whitbeck

To approve the agenda. Carried

4. Presentations

No Presentations

5. Reports

5.1 CEO Updates

T. Pope reported that the library Facebook page now has 93 “likes” within the first few weeks of operation. The twitter account will be functioning shortly.

5.2 Financial Report

T Pope noted that part time salaries are up slightly and will investigate and report back to the board in March

A Better World Books statistical report will be included in subsequent CEO reports.

Moved by: L. Grigg

Seconded by: G. Whitbeck

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

5.3 Safety Report

T. Pope noted that all the fire extinguishers have been expected. The timing of the snow removal has been problematic and will be addressed in **New Business**.

Moved by: L. Ardiel

Seconded by: M. Martin

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 Budget and Reserves

M. Martin informed the Board that the budget process is complete and passed at Council. The final audit report is expected near the end of June 2013.

C. Innes provided the Board members with background information and a summary of the library’s reserves, reserve funds and bank accounts. Updated totals will be provided as they are available.

A draft policy to invest these monies will be brought to the March meeting.

T. Pope will contact D. Chapman to issue the cheque to the library for 2012 unspecified donations.

6.3 Follow up on BMRA

C. Innes reported that she and T. Pope met with BMRA representative, Janet Finley. The library information gathered from that meeting was forwarded to the president resulting in a positive response. T. Pope then forwarded library events and program information to BMRA for distribution within the membership.

7. New Business

7.1 Annual Review of Advocacy Plan

The Plan was reviewed and the Board agreed the objectives are still current. The CEO will ensure the Annual Report is sent to Council. Presentations to Council will be once a year. Council and the Board will continue to receive the library newsletter and updates as required.

Board members photos will be placed on the library website.

The Board will continue to support, encourage and participate in partnerships with the Town, such as the Green Fair, thus supporting the objective to “Emphasize the goals that are common to the Library and the Town”.

The Advocacy Plan will be edited and brought back for approval at the March 2013 meeting.

7.2 OLA Super conference

Congratulations extended to K. Davies for her work on the Georgian Bay Reads project and subsequent nomination for the Ministry of Innovation Award.

T. Pope mentioned a few of the highlights which included the presentation by Susan Cain about the power of introverts. She also mentioned that Cambridge Public Library is generating a lot of attention with their “Ideas Unlimited” campaign and their head on approach to being aware of new technology, yet focusing on services like children’s programs that is not technology reliant to maintain and grow their relevancy.

L. Ardiel suggested that since DVD circulation continues to grow perhaps staff would consider linking DVDs to the book, in the hopes that book circulation would also increase.

7.3 Outside Maintenance

T. Pope indicated that Town staff may want the library to take over the maintenance of the ground in all seasons.

A discussion ensued regarding watering the grass during the summer months. Staff will get quotes for both snow removal and grass cutting, and will investigate the watering process. This information will be brought to the March meeting for consideration.

7.4 AAC proposal

The visa contract for the May 2013 show was discussed. The Board accepted this contract making it very clear that library staff will have no extra work, the Gallery is not a full service Gallery and that this is a “one time thing”.

Moved by: L. Ardiel

Seconded by: G. Whitbeck

To allow the use of VISA sales on a one time basis according to the conditions outlined in the contract with Joan Folinsbee. Carried

7.5 Brochure

I. Reboh presented the edited brochure for discussion noting the updated pictures and contact information. The edited version will be electronically circulated to the Board prior to the next meeting. Staff will bring back quotes for printing in colour.

7.6 Library 101

This newly added feature will provide monthly information to the Board about library processes, procedures and services.

This session focused on Weeding. T. Pope provided a high level over view of the why, what, how and who of this core library function. The CREW (Continuous Review, Evaluation and Weeding) method was explained.

Next Meeting Date: Wednesday February 20, 2012 @ 7:00 p.m.

8. Adjournment

Moved by: G. Whitbeck

That this meeting do now adjourn at 9:01 p.m.

C.J. Innes

Board Chairperson