



MINUTES - The Blue Mountains Public Library Board

MEETING DATE: Wednesday March 26, 2015

LOCATION: L.E. Shore Memorial Library

PREPARED BY: Terri Pope

1. Call To Order

O. Vanderzon called the meeting to order at 2:00.

Present: L. Pier, O. Vanderzon, A. Weldon, W. Wildman, M. Martin, M. Pepper, J. Milne, T. Pope

Regrets: B. Gamble, L. Brown

2. Approval of Agenda

Moved by: M. Martin

Seconded by: L. Pier

To approve the agenda. Carried

3. Approval of Consent Agenda

2.1 Minutes of the Previous Meeting

2.2 CEO's Report

Moved by: M. Martin

Seconded by: J. Milne

To approve the consent agenda including minutes of the February, 2015 meeting and the CEO's report. Carried

4. Presentations - none

5. Reports

5.1 CEO Updates

- 5.1.1 20th Anniversary plans are going well. Library staff is making buttons. Magnets are ready and being handed out. The first pop up coffee time was held and well received. Coffee provided by Ashanti and treats from the Thornbury Bakery. More are planned for the rest of the year.
- 5.1.2 KOHA project is complete. A few minor data issues occurred but have been resolved.
- 5.1.3 The Town of the Blue Mountains strategic planning committee selected a vendor.
- 5.1.4 The large tree at 177 Bruce St. has been removed.
- 5.1.5 The contract for the Adult Page position has been extended by Work Links who is providing the wage subsidy until June 2015.

5.2 Budget Variance Report

T. Pope presented the financial report. M. Martin questioned the discrepancy for courier charges. T. Pope explained that an accounting error occurred and it has been rectified.

Moved by: M. Martin

Seconded by: J. Milne

To receive the Financial Reports as submitted. Carried.

5.3 Safety Report

T. Pope reviewed the report.

Moved by: A. Weldon

Seconded by: M. Martin

To receive the Health and Safety Report. Carried.

6. Business Carried Forward

6.1 Review of Action Log

O. Vanderzon reviewed the Action Log. T. Pope will send out a meeting request regarding the April 8, 2015 Board Orientation special meeting to be held in conjunction with the Meaford Public Library Board.

6.2 The Board discussed options for marketing, advocacy plans and space needs analysis. J. Milne suggested creating a committee to review the documents and bring recommendations back to the Board. L. Pier noted that the Board needs to determine what it is that it wants to do.

Moved by: A. Weldon

Seconded by: M. Martin

To create an Expansion Committee. Carried

7. New Business

7.1 Easter Hours

T. Pope recommended closing for Easter Sunday to allow staff to spend the holiday with their families. T Pope will provide the Board with a Holiday schedule for the rest of the year. Staff will collect data for number of visitors on Sundays,

Moved by: A. Weldon

Seconded by: L. Pier

To close on Easter Sunday. Carried

7.2 Town Agreement.

T. Pope and O. Vanderzon will be meeting with the CAO and senior managers of the Town of the Blue Mountains to discuss terms of reference.

7.3 Closed Session

7.3.1

Moved by: M. Martin

Seconded by: J. Milne

That with regard to **The Public Libraries Act** R.S.O. 1990 16.1 4d, this Board do now move into closed session in order to address matters pertaining to a proposed or pending acquisition or disposition of land by the Library Board and personal matters. Carried.

Board moved into closed session at 3:00 pm.

Board moved into public session at 3:40 pm.

8. Round the Table

- A. Weldon will be attending the SOLS Trustee meeting on April 18 and will share the 20th Anniversary information.
- 20th Anniversary W. Wildman next "Pop Up" Coffee Club will be the afternoon of Tuesday April 14, 2015.
- J. Milne requested the space needs study and community survey be sent electronically for the Board members to review at a future meeting.
- L. Pier suggested sending specific library information to the Lora Bay Newsletter.

9. Next Meeting Date: Thursday April 16, 2015 @ 2:00 pm.

10. Adjournment

Moved by: O. Vanderzon

That this meeting do now adjourn at 4:35 p.m.

Board Chairperson