



MINUTES - The Blue Mountains Public Library Board

MEETING DATE: Wednesday November 19 2014

LOCATION: L.E. Shore Memorial Library

PREPARED BY: Terri Pope

1. Call To Order

C. Innes called the meeting to order at 5:02.

Present: C. Innes, L. Ardiel, L. Grigg, L. Ardiel, J. Armstrong I. Reboh, J. Halos

Excused: J. Salvatore, M. Martin, G. Whitbeck

2. Approval of Agenda

Moved by: L. Ardiel

Seconded by: L. Grigg

To approve the agenda. Carried

3. Approval of Consent Agenda

2.1 Minutes of the Previous Meeting

2.2 CEO's Report

2.3 Correspondence

Moved by: L. Grigg

Seconded by: L. Ardiel

To approve the consent agenda including minutes of the October 15, 2014 meeting, CEO's report and any correspondence. Carried

4. Presentations

No Presentations

5. Reports

5.1 CEO Updates

- 5.1.1 The large tree at 177 Bruce St will require a lift to remove broken limbs on the house, lower limbs touching the roof and branches on the garage. The cost is \$1070.
- 5.1.2 Received a \$1368 one time grant from Community Foundation Grey Bruce- Eva Leflar Donor Advised Endowed fund, to be used for programs and resources to benefit young children and families.
- 5.1.3 Snow removal by Town of the Blue Mountains staff is working really well.

5.2 Financial Reports

T. Pope presented the financial report.

Moved by: I. Reboh

Seconded by: L. Grigg

To receive the Financial Reports as submitted. Carried.

5.3 Safety Report

T. Pope reviewed the report. Because of the risk of damage by the tree at 177 Bruce St., a letter will be sent to the Town expressing the Board's concerns.

Moved by: L. Grigg

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 items on the Action Log. The strategic plan will be reviewed with a draft being brought forward for approval at the December meeting.

Board orientation will be on November 26 from 2-4 pm and November 27 from 6-8 with Board members in attendance to answer questions for interested people who may wish to apply to be on the Board.

6.2 Strategic Plan

The five strategic goals with details drafted by the committee was presented by C. Innes. J. Halos requested more information about how to increase membership. A general discussion about membership ensued.

Signage and wayfinding for the library was discussed. T. Pope will follow up with S. Everett, the Director of Community Services about the project.

The draft strategic plan will be brought forward to the December meeting for approval.

6.3 Operating Budget

T. Pope presented the operating budget for 2015.

The error in full time salary estimates carried over from 2014 is the main reason for the significant overall percentage increase in the 2015 budget. The error represents a 3% increase, and COLA results in a further 2% of the total 8% increase for salaries and benefits.

\$1500 was added to the Paper and Photocopier line account to properly record paper purchases. Previously they were allocated to Service Agreements.

Children's and youth program budgets were combined to allow for better use of the resources for staff.

Telephone rates have been reduced significantly due to the new cell phone contract.

Moved by: L. Grigg

Seconded by: L. Ardiel

To approve the 2015 operating budget. Carried.

6.4 Capital Budget

The capital projects were reviewed.

Moved by: L. Grigg

Seconded by: J. Armstrong

To approve the 2015 capital budget. Carried.

6.5 Board Recruitment

Reviewed in the Action log items

6.6 20th Anniversary

I. Reboh gave a committee update. Volunteers have been recruited and staff is excited about being involved in the project. More information will be brought to the December meeting after staff and committee members meet.

J. Halos suggested a library knowledge trivia event be included.

7. New Business

7.1 OLA Conference

C. Innes reminded Board members to think about attending the conference in January.

Because of the direction of the new strategic plan, the Board is also interested in supporting, within the constraints of the budget, a significant staff presence at the conference.

7.2 AAC

T. Pope presented a proposal to increase the commission rate to 25%; to further provide pricing guidelines to artists and specify a percentage for “not for sale” within the contract.

J. Halos suggested that the AAC may consider a flat rate for shows to help raise revenue for art shows. T. Pope will present the idea at the next AAC meeting.

Moved by: M. Martin

Seconded by: L. Grigg

To approve the raising the commission rate from 20% to 25%. Further, the artist’s contract should provide pricing guidelines to artists and ensure a proper balance between items for sale and items not for sale.

Carried.

8. Round the Table

L. Ardiel recognized that staff did a great job with the “Haunted House”.

9. Next Meeting Date: Wednesday December 17, 2014 at 5:00 p.m.

10. Adjournment

Moved by: J. Halos

That this meeting do now adjourn at 7:04 p.m.

C.J. Innes,

Board Chairperson