



MINUTES - The Blue Mountains Public Library Board

MEETING DATE: Wednesday October 15, 2014

LOCATION: L.E. Shore Memorial Library

PREPARED BY: Terri Pope

1. Call To Order

C. Innes called the meeting to order at 4:35.

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

Excused: L. Ardiel

2. Approval of Agenda

Moved by: G. Whitbeck

Seconded by: M. Martin

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: M. Martin

Seconded by: G. Whitbeck

To approve the consent agenda including minutes of the September 17, 2014 meeting, CEO's report and any correspondence. Carried

C. Innes read the response to be sent to Mr. Sivell regarding the plaques for the Mad Tea Party sculpture donation. The Board may wish to review the policy at a future meeting.

4. Presentations

5. Reports

5.1 CEO Updates

- 5.1.1 The Provincial Liberals promised 10 million to libraries. A survey was sent out to all public libraries in Ontario to assess needs and we may have the money in the 1st quarter of next year.
- 5.1.2 Annual operating grant. The money was deposited into our account on October 10 and will be transferred to the Town of the Blue Mountains.
- 5.1.3 The point of sale terminal for debit and credit transactions was installed and fully functional on Oct 10.
- 5.1.4 Support letters for Ottawa Public Library in their campaign to raise awareness about unfair ebook costs were mailed.
- 5.1.5 Bev Smith is the new show chair for AAC.

5.2 Financial Reports

T. Pope presented the financial report.

Moved by: G. Whitbeck

Seconded by: L. Grigg

To receive the Financial Reports as submitted. Carried.

5.3 Safety Report

T. Pope reviewed the report.

Moved by: L. Grigg

Seconded by: I. Reboh

To receive the Health and Safety Report. Carried.

6. Business Carried Forward

6.1 Personal

Moved by: G. Whitbeck

Seconded by: M. Martin

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 personal matters about an identifiable individual at 4:48 pm. Carried.

Moved by: J. Salvatore

Seconded by: L. Grigg

To move out of closed session at 5:05 pm. Carried

6.2 Review of Action Log

C. Innes reviewed the items on the Action Log.

6.3 Budget

T. Pope presented the capital project sheets for 2015. J. Halos noted that vendors push for replacement of equipment rather than continuing to fix it as required. There may be funding available through Trillium for the heating units; therefore the project will be presented and may or may not proceed pending funding. All of the projects will be reviewed at the November Board meeting.

6.4 Strategic Plan

C. Innes updated the Board with the work of the committee. Board members were sent the strategic directions to provide input to the committee. The committee will continue with the process and bring a more detailed plan to the next meeting.

T. Pope provided an executive summary of the Community Survey.

6.5 Workshop Hosting

We were selected to host the "LEARN IT | BUILD IT| MANAGE IT" Artsbuild Ontario two day workshop in November 2015. The hosting fees and registration offset the costs for presenters, travel and admin of the series. The details will be confirmed.

6.6 Technology Plan

T. Pope provided the Board with the 2015 plan.

Moved by: G. Whitbeck

Seconded by: M. Martin

To approve the 2015 Technology plan. Carried.

6.7 20th Anniversary

I. Reboh presented an update on the process. She will be meeting with staff to solidify plans. The committee will have between \$500 and \$1000 to be added to the special events budget for the project.

6.8 Board Orientation

Board recruitment is delayed until the Clerk of the Town of the Blue Mountains calls for Board member applications.

7. New Business

7.1 Part time position

The Board agreed to extend the part time contract to January 2015 to allow for the review of the position and the needs of the library.

7.2 Policy

T. Pope submitted the new Community Information policy as part of the accreditation process.

Moved by: M. Martin

Seconded by: L. Grigg

To approve Section 4, Stakeholder Relations, Subsection 4.3 Community Information.
Carried.

8. Round the Table

9. Next Meeting Date: Wednesday November 19th 2014 at 7:00 p.m.

10. Adjournment

Moved by: G. Whitbeck

That this meeting do now adjourn at 6:14 p.m.

C.J. Innes,

Board Chairperson