

GRAVENHURST PUBLIC LIBRARY BOARD MINUTES

Wednesday, January 9th, 2013 – 5 p.m.

Maud-Mary Swalm Program Room

Attendance

Those in attendance were Chairperson Margaret Nicolson, Directors Heidi Lorenz, Dagmar Morley, Gerry Tanner, Dr. Ardyn Todd, Richard Tatley, Jane White, Irene McHarg-Coey, and Barbara Sztuke.

Also in attendance were the Acting Chief Librarian C. Clement, CEO Dave Weldon and the Director of Legislative Services/Clerk C. Thwaites.

1. ADOPTION OF AGENDA

Chair Nicholson advised that there was an addition under Closed Session to discuss the recruit process for the Chief Executive Officer.

On verbal motion by Directors Lorenz and Todd the agenda was adopted as amended.

2. DISCLOSURE OF PECUNIARY INTEREST

Nil.

3. BOARD MINUTES APPROVAL

3.1 December 2012 Minutes

On verbal motion by Directors Tanner and White the minutes were adopted as circulated.

4. REPORTS FROM CHAIR, CHIEF EXECUTIVE OFFICER, TREASURER, ACTING CHIEF LIBRARIAN:

Report from the Chair

Nothing to report at this time.

Report from the Acting Chief Librarian

The Acting Chief Librarian highlighted the report that had been distributed including the programs and workshops scheduled for January and beyond, the upcoming Open House, webportal progress, statistics of visitors to the Library throughout the holidays, and the recent Muskoka Consortium Meeting attended.

4.3 Report from the Treasurer

The Acting Chief Librarian advised that the 2012 figures were in line with the budget and advised of upcoming meetings to discuss the 2013 budget.

A brief discussion ensued with regard to the Board needing to look at and approve the proposed 2013 budget for the Library prior to Council considering it. The Board agreed to hold a special meeting on January 17th at 5:00 p.m. to further discuss the 2013 budget.

5. UNFINISHED BUSINESS:

6. NEW BUSINESS

6.1 Library Bank Account

The CEO explained the requirement for the Library to have a separate bank account set up in order to receive electronic transfers of the annual grant received from the Government, how the account would be set up and how the transfers would flow in order to meet the requirements and comply with legislation.

A brief discussion ensued with regard to whether a balance would have to be maintained in the account and the fees that would be incurred.

Moved by Director Todd
Seconded by Director Tatley

- #01 Whereas the Province of Ontario has instituted a policy to electronic transfer any grant entitlements to municipal libraries,
And Whereas Section 4 of the Public Libraries Act requires that the Board open an account in the name of the board in a chartered bank, trust company or credit union approved by the board,
And Whereas the Town of Gravenhurst provides all financial record keeping for the Gravenhurst Public Library Board,
Now Therefore Be It Resolved That the Gravenhurst Public Library Board open a bank account with the National Bank of Canada for the sole purposes to receive grant entitlements from the Province of Ontario or Government of Canada and,
That the signing authorities for the account be,
The CEO of the Gravenhurst Public Library Board or in her/his absence
the Treasurer for the Town of Gravenhurst
PLUS
The Chair of the Gravenhurst Public Library Board or in her/his absence
the Vice Chair of the Gravenhurst Public Library Board.
And That the Board authorizes the immediate automatic transfers of all funds deposited to its account to the Town of Gravenhurst general bank account to be used for sole purpose of the payment of expenses for Library Board purposes.
Carried.

6.2 e-Reader Policy & Lending Agreement

The Acting Chief Librarian explained the proposed amendments to the policy with regard to incorporate electronic devices into the policy and lending agreement.

A lengthy discussion ensued with regard to the collection of fees, the number of materials that could be signed out at one time, past experience with returns, and looking at

developing an information package to include the conditions of borrowing rather than a lending agreement.

Moved by Director Morley

Seconded by Director White

- #02 Be It Resolved That the Board agree to the amendments to Policy No. 29, Book (Materials) Selection & Objectives presented January 9, 2013;
And Further That the conditions contained in the draft lending agreement be incorporated into Policy No. 29.
Carried.

7. CLOSED SESSION

Moved by Director Lorenz

Seconded by Director Morley

- #03 **BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider personal matters about an identifiable individual, including municipal or local board employees pursuant to Clause 239 (2) of the Municipal Act, 2001, C.25.

CARRIED.

The Acting Chief Librarian left the meeting at 6:02 p.m.

The Board entered Closed Session at 6:02 p.m.

On verbal motion by Directors McHarg-Coey and Morley, the meeting reconvened in Open Session at 7:01 p.m.

8. ADJOURNMENT

On verbal motion by Directors McHarg-Coey and Tatley the meeting adjourned at 7:01 p.m.

9. NEXT MEETING: Thursday, January 17, 2013 @ 5 p.m.

Chair

Recording Secretary