

GRAVENHURST PUBLIC LIBRARY BOARD MINUTES

Wednesday, April 10, 2013 at 5:00 p.m.

Mary-Maud Swalm Program Room

Attendance

Those in attendance were Vice-Chair Heidi Lorenz and Directors Gerry Tanner, Barb Sztuke, Irene McHarg-Coe, Richard Tatley and Dagmar Morley.

Also in attendance were David Weldon, CEO Secretary-Treasurer, Caralene Clement, Acting Chief Librarian and Candace Thwaites, Clerk/Recording Secretary.

Vice Chair Lorenz welcomed visitor David Hammill to the meeting.

1. ADOPTION OF AGENDA

Moved by Director Tanner and seconded by Director Morley that the Agenda be adopted as circulated.

Carried.

2. DISCLOSURE OF PECUNIARY INTEREST

Nil.

3. DEPUTATIONS

Nil.

4. BOARD MINUTES APPROVAL

Moved by Director Morley and seconded by Director Tanner that the minutes of March 13th, 2013 be adopted.

Carried.

5. REPORTS FROM THE CHAIR, CHIEF EXECUTIVE OFFICER, TREASURER AND CHIEF LIBRARIAN

5.1 Vice Chair Lorenz advised that she had attended the Travel Series Presentation on Tuesday evening and it had been very interesting. She also noted that the information on the RFP for the

Mural Project had been forwarded to a company called “Mural Routes” who had forwarded it on to its members and as a result there were three potential bidders.

- 5.2 CEO, Dave Weldon, provided an update on the re-posting of the CEO position and a discussion with SOLS on the circulation of the posting as well as the notice being forwarded to 40 libraries/municipalities. He further advised that the budget as presented to Council had been adopted.
- 5.3 Acting Chief Librarian, Caralene Clement, highlighted her report including the Connectivity Grant, Art Displays in the Library, Tax Free Clinics, Travel Series and the various programs and participation in the programs offered during the March Break.
- 5.4 The CEO advised that the financial report indicated that everything was on track and a little under budget.

6. UNFINISHED BUSINESS

6.1 Committee Reports

- a. Budget – Director McHarg-Coey advised that the Committee had reviewed the financial statement and received clarification on some of the line items.
- b. Fundraising – Director Tanner advised that the Committee had met on March 22nd and had discussions where and how the monies raised through fundraising efforts should be allocated with the suggestion that money from Book Sales could be directed for Collections and other money could be directed to Youth Programs.

A brief discussion ensued with regard to the various fundraising activities and it was suggested that a policy could be developed to identify where such funds would be allocated.

7. NEW BUSINESS

- 7.1 Summer Internet Charges, Fax Service, Exam Proctoring – Acting Chief Librarian, Caralene Clement summarized the information provided in the agenda package and recommended that the Board implement new fees for the listed services.

A brief discussion ensued with regard to the existing practices of providing the services and collection of donations, the frequency of proctoring exams and the amount of time required to provide the service and the requirement to collect and remit HST.

Board Members agreed that the matter should be deferred until the next meeting for clarification to be requested from the Deputy Treasurer of the municipality.

The Acting Chief Librarian left the meeting at 5:50 p.m.

- 7.2 Hiring Committee for CEO Recruitment – a brief discussion ensued with regard to which Board Members wished to be part of the Hiring Committee and the following members agreed: Ardyn Todd, Heidi Lorenz, Irene McHarg-Coe, Richard Tatley and David Hammill. The CAO and the Director of Human Resources for the Town will act as resources to the Board during the process.

8. CLOSED SESSION

Nil.

9. ADJOURNMENT

Moved by Director Tanner and Seconded by Director McHarg-Coe that the meeting adjourn.

Time 6:00 p.m.

10. NEXT MEETING: Wednesday, May 8, 2013 @ 5:00 p.m.

Chair

Recording Secretary