

GRAVENHURST PUBLIC LIBRARY BOARD MINUTES

Wednesday, March 13, 2013 at 5:00 p.m.

Mary-Maud Swalm Program Room

Attendance

Those in attendance were Chair Ardyn Todd and Directors Heidi Lorenz, Gerry Tanner, Jane White, Barb Sztuke, Irene McHarg-Coey, 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.

1. ADOPTION OF AGENDA

It was requested that Item 6.1 (RFP Mural) be moved to the beginning of the meeting. The Board Members agreed.

Moved by Director Tanner and seconded by Director Lorenz that the Agenda be adopted as amended.

Carried.

2. DISCLOSURE OF PECUNIARY INTEREST

Nil

3. BOARD MINUTES APPROVAL

Moved by Director White and seconded by Director Tatley that the minutes of January 9th, 17th and February 13th, 2013 be adopted.

Carried.

The Children's Programmer, Carla Veitch, joined the meeting at 5:12 p.m.

4. NEW BUSINESS

6.1 RFP Mural Submissions

The Acting Chief Librarian and the Children's Programmer reviewed the mural submissions received with the Board, provided some samples of murals located at other libraries and recommended that the Request for Proposal process start over. It was recommended that the initial three bidders would be invited to participate as well as others and that additional direction would be provided to all bidders on the type of mural be sought.

After a brief discussion, the Board agreed with the recommendation and requested that the initial three bidders be contacted first and provided an explanation of the direction.

The Children's Programmer left the meeting at 5:30 p.m.

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

4.1 Report from the Chair – nothing at this time.

4.2 The CEO provided an update on the banking resolution that had been passed earlier in the year, the anticipated passing of the budget on March 19th and the suggestion that the agenda package should be distributed electronically to the members prior to the meeting.

4.3 The Acting Chief Librarian highlighted her report including the Summer Jobs Service grant applications, the Teen Outreach Program, Tax Free Clinics, March Break activities and upcoming events. Caralene advised of the staff members who had attended the Ontario Libraries Association conference and advised that it had been a very worthwhile conference.

4.4 The CEO reviewed the financial report distributed and advised that the report reflected the budget figures that had been put forward but not yet approved. Some discussion ensued with regard to the cost of IT services and Purchased Services and it was noted that building costs were still reflected in the report. Caralene will check with the Town Treasurer.

6. UNFINISHED BUSINESS

5.1 A brief discussion ensued with regard to the existing committees, membership and roles of each committee. It was explained that the policies and the procedures of the Library require ongoing review and updating when necessary and that the Board needs to approve any changes along with any new policies required.

7. NEW BUSINESS

6.2 Farmers' Market Vendor Booth

The first day for the Farmers' Market is May 22nd and it was agreed that Caralene will make up a schedule for Board Members and other volunteers to sign up in order to cover all of the market days.

6.1 SOLS Workshop

It was suggested that a full-day workshop would be needed and that potential dates would be provided to SOLS for either the end of May or early June.

8. CLOSED SESSION

Moved by Director Tatley

Seconded by Director Morley

#10 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.

CARRIED.

The Acting Chief Librarian left the meeting at 6:15 p.m.

Director White left the meeting at 6:50 p.m.

On motion by Directors Tatley and Tanner, the Board reconvened in Open Session at 7:17 p.m.

9. ADJOURNMENT

Moved by Director Tanner and Seconded by Director Lorenz that the meeting adjourn. Time 7:17 p.m.

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

Chair

Recording Secretary