

HEAD, CLARA AND MARIA PUBLIC LIBRARY
A regular meeting of the Head, Clara & Maria Library Board was held on
Nov 12, 2013 at 1:02 p.m. in the Library

1. ROLL CALL

Chair: Marlene Gibson Member: Betty Condie (1:45)
Member: Dave Foote Member: Cathy Sutherland
Member: Fran Kelly-Chamberlain-Regrets

2. PECUNIARY INTEREST- None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Cathy Sutherland **Seconded by** Dave Foote

BE IT RESOLVED THAT minutes for regular meeting of Oct. 21, 2013 be accepted as presented.

Carried

4. DEPUTATIONS- Debbi Grills presented information to be used in determining volunteers that are eligible for recognition through some different entities. Package submitted was given to board members and the secretary will open an active file so we can follow up on this venture.

5. REPORT OF THE CEO-

Made changes to policies
Processed ILLs
Ordered new magazine – Patchwork & Quilting (Australian)
Website update – Afternoon Social - need to do Library week
Updated Facebook to announce what is available and new in the library
Craft ideas emails sent out -
Ordered bookmarks for next community newsletter
Set up Skype on work station 2 -

6. REPORT OF THE CHAIR –

Attended Trustee Council Nov 2 2013
Discussed Boards and Councillor relationships re the upcoming election 2014
Discussed the presentation of budgets in a timely manner – not a concern for HCMPL
Inter Library Loan changes are coming
Power outages and ACP Backups – these items need checking to make sure they are working correctly.

7. FINANCIAL REPORTS

Accounts Payable Cheque Register Report-

Moved by Dave Foote **Seconded by** Cathy Sutherland

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report covering the period of Oct. 21 – Nov 11, 2013 be accepted as presented.

Carried

Statement of Revenues & Expenditures

Moved by Dave Foote **Seconded by** Cathy Sutherland

BE IT RESOLVED THAT the Statement of Revenues & Expenditures covering the period of Jan. 1 – Nov. 11, 2013 be accepted as presented.

Carried

Budget – working document

8. CORRESPONDENCE

Canada Post – time to write to Santa -post
Fed. Of Ontario Public Libraries – info only
Agnes Rivers-Moore – Inspirational piece – can be forwarded if wanted. –info only
Laurey Gillies – SOLS announces new CEO –info only
Signal- forwarded to the Board
Peggy Malcolm- CEO Succession Planning – info only
Melinda Reith – December newsletter- ideas from the board -info only

9. NEW BUSINESS

Volunteer Bakers – Put forth a request in the Community News letter

Christmas Card Crafts - Date to be planned

10. PROJECT REPORTS

Jasi- No Report

History Project – Copy to be handed out to Board members at next meeting.

11. UNFINISHED BUSINESS

Policy, Procedures and (Strategic Plan)

By-laws - none

12. QUESTIONS AND ANSWERS

The Gibson's have one section of metal shelving left to be returned. It was decided it would be given to the township to work into library or archive storage.

Documentation for the History Project needs to be returned to Archives once it has been culled of non-essential info.

13. ACTION ITEMS

-Gayle Watters- a list of vendors and phone numbers for eResources items-ongoing.

16. ADJOURNMENT

Moved by Dave Foote **Seconded by** Cathy Sutherland

BE IT RESOLVED THAT this meeting adjourn at 3.35 p.m. to meet again Mon. Dec. 9 , 2013 at 1:00 p.m., in the Library. ***Carried***

Chairperson

Secretary/Treasurer