

Head, Clara and Maria Public Library Board Meeting Minutes

A Regular Meeting held on 2016 March 10 called to order at 1:00p.m.

1. Roll Call:

| | | | |
|----------------|-------------------------|----------------|--------------------------------------|
| Chair: | Marlene Gibson | Member: | Betty Condie (<i>regrets</i>) |
| Member: | Dave Foote | Member: | Fran Kelly-Chamberlain |
| Member: | Cathy Sutherland | CEO: | Melanie Theil |

2. Pecuniary Interest: - None

3. Approval of Minutes of Previous Meetings:

Resolution #1: Moved by Dave Foote, Seconded by Cathy Sutherland.

Be it resolved that regular minutes for February 3, 2016 be accepted as presented. CARRIED

4. Business Arising from the Minutes: Scanner has been purchased and determined to be suitable, as per Cathy. Cathy suggests that when using the scanner, also take along a laptop or a tablet, in order to check the scans immediately in case rescanning is needed.

5. Report of the CEO: - Attached.

6. Report of The Chair: Marlene mentioned that our contract with Better World Books is signed for another year and that we won't be making any money with them, this year, as they require a minimum of 40 boxes of books to start with, and we just don't have that many books to send to them.

7. Financial Reports:

Accounts Payable Cheque Register Report:

Resolution #2: Moved by Cathy Sutherland, Seconded by Dave Foote.

Be it resolved that the Accounts Payable Cheque Register Report covering the period of January 27, 2016 to February 23, 2016 be accepted as presented. CARRIED.

Revenue and Expense Report:

Resolution #3: Moved by Fran Kelly-Chamberlain, Seconded by Dave Foote.

Be it resolved that the Revenue and Expense Reports covering the period of January 27, 2016 to February 23, 2016 be accepted as presented. CARRIED.

8. Correspondence: - None

9. Policies: - None.

10. New Business: - Request for assistance for 2017 Canada Day Homecoming plans has been taken care of through email.

11. Reports of Projects: - History Project – None.

12. Questions and Answers: - None.

13. Action Items: None

14. Adjournment:

Resolution #4: Moved by Cathy Sutherland, Seconded by Fran Kelly-Chamberlain.

Be it resolved that this meeting adjourn at 2:00p.m. to meet again on Wednesday, April 6th, 2016 at 10:00a.m. in the Library. CARRIED

Chair – Marlene Gibson

Secretary – Melanie Theil