

HEAD, CLARA AND MARIA PUBLIC LIBRARY

A regular meeting of the Head, Clara & Maria Library Board was held on
March 6, 2012 at 1:00 p.m. in the Library

1. ROLL CALL

Chair: Marlene Gibson
Member: Betty Condie
Member: Dave Foote –
Member: Deborah Grills
Member: Cathy Balla-Boudreau

2. PECUNIARY INTEREST- None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Dave Foote Seconded by Debra Grills

BE IT RESOLVED THAT minutes February 14, 2012 be accepted as
presented. *Carried*

4. DEPUTATIONS- none

5. REPORT OF THE CEO

- ✓ Lock – is fixed – new keys available for pick up
- ✓ Submitted a News item to the community newsletter for their editing
- ✓ Budget forms are put together...worked with Noella to format a new worksheet for the working doc. As it is like the townships we are using that format.
- ✓ March speaker – Nina Shah. Required some clarification on presentation and it has been decided it will be more generic.....specific may require people to go to drug store.
- ✓ Library Pamphlet – work in process
- ✓ Volunteer Confidentiality forms...new version written
- ✓ Gale eresources – worked with OLS-N and Gale to determine authentication error...trillium
- ✓ Meeting Prep

6. Report of Chair –

- ✓ The satellite dish, for Xplornet has been upgraded to the new system and we are now running with a couple of issues. Our IP address has changed and some correction action to keep programs running has been initiated.
- ✓ Small Libraries are meeting in Pembroke on March 8 2012.
- ✓ Donate a book program is being set up to begin as soon as possible.

7. FINANCIAL REPORTS

Cap Grant Report –info only

Cheque Log –

Moved by Cathy Balla-Boudreau Seconded Debbi Grills

BE IT RESOLVED THAT The Cheque log generated on March 12, 2012 be
accepted as presented. *Carried*

Income Statements-

Moved by Betty Condie

Seconded by Dave Foote

BE IT RESOLVED THAT the Income Statement generated on March 2, 2012,
be accepted as amended. *Carried*

Capacity Building Grant-Info only

7. CORRESPONDENCE

OLSLIB- upcoming Webinars for CEO's and Managers- Info only
OLSIB – Invitations for proposals-forward to Cathy Balla-Boudreau
Beth Harding – Over Drive Update- Penguin titles- Post contact Link
John Yakabuski – re PLOG – Info only
SOLS Training bulletin – copy forwarded
Beth Harding-Overdrive updates- Info to be posted
Our Ontario – What's happening – Forward to HCM Board
Heather Bugden – Get the most of Career Cruising-Info only
John Lee – Urgent – invoices – info only
Beth Harding – request for feedback: E-resources training-info only
Children's Mental Health Week- Info only

8. NEW BUSINESS

Card Party – the date for the Spring Card Fundraiser has been set for April 19 2012.

Tickets will be sold for \$8.00 each and the meal will be dessert only. More discussion will be held at the next meeting in March.

9. PROJECT REPORTS

Jasi- The project is slowing down and becoming more of an operational status, however "deletions" are presenting the next challenge.

12. UNFINISHED BUSINESS

Volunteer Form – application and confidentiality- final review at the next meeting.

Budget 2012 - the budget was worked on and will be completed at the next March meetings

Policy, Procedures and (Strategic Plan) -Procurement Policy Review

13. BY-LAWS - none

14. QUESTIONS AND ANSWERS

15. ACTION ITEMS –

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

- Gayle Watters - find a way to recoup Library volunteered hours.

- Library Board continue reading of Board Orientation Kit pages 21-32.

16. ADJOURNMENT

Moved by Cathy Balla-Boudreau Seconded by Debbi Grills

BE IT RESOLVED THAT this meeting adjourn at 3:45 p.m. to meet again March 26, 2012 at 1:00 p.m., in the Library.

Carried

Chairperson

Secretary/Treasurer