HEAD, CLARA AND MARIA PUBLIC LIBRARY
**A regular meeting of the Head, Clara & Maria Library Board was held on
May 14, 2012 at 1:07 p.m. in the Library**

1. **ROLL CALL**
   Chair: Marlene Gibson
   Member: Betty Condie
   Member: Dave Foote –
   Member: Deborah Grills
   Member: Cathy Balla-Boudreau
   Guest: Fran Kelly-Chamberlain

2. **PECUNIARY INTEREST- None**

3. **APPROVAL OF MINUTES OF PREVIOUS MEETING**
   Moved by Betty Condie   Seconded by Debbi Grills
   BE IT RESOLVED THAT minutes for regular meeting of April 16, 2012 be accepted as amended.   *Carried*

4. **DEPUTATIONS- none**
5. **REPORT OF THE CEO –**
   No report given

6. **Report of Chair –**
   - April 28 did attend Trustee council in Eganville.
   - Waiting on the Ministry for funding information for eResources.
   - Deficit expected by SOLS due to downloading and cutbacks
   - George Hodgekinson is the rep for Renfrew County
   - CAP grant support needed in formats such as "face to face with MP, Board Point of View Letter, Municipality Point of view Letter.
   - Freegal- free legal, music and free reading by downloading of e books.
   - WIFI- to p/u Stats we may need to set password for end users to access service.
   - Rob Lavery- Police Checks now being looked at.
     Review policy- Board reviews 3 policies per meeting

7. **FINANCIAL REPORTS**
   Cap Grant Report –info only
   Cheque Log –
   Moved by Dave Foote   Seconded Betty Condie
BE IT RESOLVED THAT The Cheque log generated on May 11, 2012 covering the period of April 11, 2012 to May 11, 2012 be accepted as presented.
                                   Carried
   Comparative Income Statements-

   Moved by   Fran Kelly-Chamberlain   Seconded by Debbi Grills
BE IT RESOLVED THAT the Income Statement generated on May 11, 2012, for the period of January 2012, to May 2012, be accepted as amended.
                                   Carried
8. **CORRESPONDENCE**
   Year End Financial Reports
   Claire-Marie Paquette-Finaly -Cancellation of the CAP

<div style="text-align:right">-CAPP funding cut in 2012 federal budget
- Letter from Industry Canada</div>

Jill Pangborne – New Info Catalogue
-ILL services
Steven Davidson – Staff Announcement
Community Resource Centre – United Way
Laurey Gillies – Grants Ontario
Lynda Dowdle – Results from March Virtual AGM
David Head – NOW Mobile Solution
Townships – motion re Board Appointments
Marianne Last - Tumblereadables
OMN – Museum passes

9. **NEW BUSINESS**
   Surplus
   Moved by Fran Kelly-Chamberlain   Seconded Dave Foote
   BE IT RESOLVED THAT we allocate $6700.00 frp, 2011 surplus to the Contingency Reserve Fund.   Carried
   Xplornet – Noella LeBreton our treasurer presented a chart depicting the shared portions of the Xplornet invoices.

10. **PROJECT REPORTS**
    Jasi- No report
    History Project

    At the onset of the Digitization project we needed copies of the interviews on DVD/CD for Nipissing, Library and the family of the interviewee. We now need to look at completing that step and burn copies from the external hard-drive to disks for only two of the original parties as Nipissing no longer needs a copy. We need to establish that we have the equipment to do this stage and then start the process of finishing up this project.

12. **UNFINISHED BUSINESS**
    Card Party- $270.00 dollars was earned and the next date tentatively set for Oct. 11 2012.
    May Madness – $1564.00 was made to date but there are still monies to come in.
    Volunteer Form – Final copy for each board member at the next meeting
    Policy, Procedures and (Strategic Plan)-Procurement Policy Review- final copied to be sent to each board member.

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.
    -Marlene Gibson to call about card party dates.

16. **ADJOURNMENT**
    Moved by Fran Kelly-Chamberlain   Seconded by Dave Foote
BE IT RESOLVED THAT this meeting adjourn at 3:25 p.m. to meet again June 11, 2012 at 1:00 p.m., in the Library.   **Carried**

_____   _____
  Chairperson   Secretary/Treasurer