

**HEAD, CLARA AND MARIA PUBLIC LIBRARY**  
**A regular meeting of the Head, Clara & Maria Library Board was held on**  
**Mar. 11, 2013 at 12:10 p.m. in the Library**

**1. ROLL CALL**

|         |                   |         |                        |
|---------|-------------------|---------|------------------------|
| Chair:  | Marlene Gibson    | Member: | Betty Condie           |
| Member: | Dave Foote: 12:40 | Member: | Cathy Balla-Boudreau   |
| Member: | Cathy Sutherland  | Member: | Fran Kelly-Chamberlain |

**2. PECUNIARY INTEREST- None**

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING**

**Moved by** Cathy Balla-Boudreau **Seconded by** Betty Condie

BE IT RESOLVED THAT minutes for regular meeting of Feb. 11, 2013 be accepted as presented.

*Carried*

**4. DEPUTATIONS- none**

**5. REPORT OF THE CEO**

- Set up the Egg Painting event on Facebook. 18 plan to attend, small donation of \$3.00
- Posters for MPAC Coffee morning
- Need to confirm Hospice Renfrew for April – putting on hold re hall renovations
- Updated 3 systems
- Developing some ideas to reduce shelving and data entry errors
- Handled some overdue items-
- Wrote and submitted the Community news to Melinda Reith
- Annual Survey 2011 – submitted corrected data for updating. Now signed off
- Attended the Policy Workshop – fun and interesting with a lot accomplished
- Concern – Bingo Challenge ---- one book can apply to more than one square
- Pennies for the library

**6. REPORT OF THE CHAIR –**

- attended policy writing boot camp.
- Viewed an Ancestry Video
- Viewed two Overdrive videos
- Cataloguing CDs from (CLP) CNIB Library Partners books on CD program for which we have a daisy reader here in the library.

**7. FINANCIAL REPORTS**

Cheque Log – *not available*

Income Statement –

**Moved by** Fran Kelly-Chamberlain **Seconded by** Cathy Sutherland

BE IT RESOLVED THAT the Income Statement generated on, 3/11/2013 covering the period of 2013-3 to Mar 21/ 2013 be accepted as presented.

**8. CORRESPONDENCE**

County of Renfrew – The Book Tree  
Crime Stoppers  
SOLS Spring Training Bulletin – sent to board  
Signal – sent to board  
Lynda Dowdle – DVD titles  
Laurey Gilles – Sarah Badgley Fund  
-Integrated Training Strategy  
Cathy Balla-Boudreau – letter of resignation.

**9. NEW BUSINESS**

Craft Event –this event has an agreed to donation amount of \$3.00 but for future events where a cost is not charged a donation jar will be set out.  
Card Party – planning – fundraising goal- what is the money for? As this question was not answered we will discuss at the next meeting.

**10. PROJECT REPORTS**

Jasi- *No report*

History Project – 3 people have put their names forward as being able to scan documents for the history project; Debbi Grills, Cathy Sutherland and Gayle Watters. The file or program to which they are to be scanned will be investigated and brought forward as one of the next steps in working on this project.

Peter Boudreau as mentioned by Cathy Balla-Boudreau has some interactive events which can be tied to the history project. It was felt that this may be something to look at for Canada Day to involve our seniors in remembering the old days.

**12. UNFINISHED BUSINESS**

Policy, Procedures and (Strategic Plan)

**By-laws** - none

**13. QUESTIONS AND ANSWERS**

Comment; Gayle will use Tuesday evenings as training sessions for inter library loan to increase the number of volunteers able to service these requests.

**15. ACTION ITEMS –**

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

- Library Board continued reading the Board Orientation Kit reviewing sections 6,7and 8 which outlines the need for a treasurer and bank account. Sections 9-10 and the glossary will be reviewed at the next meeting.

**ADJOURNMENT**

**Moved by** Cathy Balla-Boudreau **Seconded by** Betty Condie

BE IT RESOLVED THAT this meeting adjourn at 3:20 p.m. to meet again Apr. 8, 2013 at 12:00 p.m., in the Library. **Carried**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary/Treasurer