

**HEAD, CLARA AND MARIA PUBLIC LIBRARY**  
A regular meeting of the Head, Clara & Maria Library Board was held on  
May 16, 2011 at 9:00 a.m. in the Library

**1. ROLL CALL**

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

**2. PECUNIARY INTEREST- None**

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

**Moved by Dave Foote    Seconded by Betty Condie**

BE IT RESOLVED THAT minutes for April 11, 2011 be accepted as presented.

*Carried*

**Moved by Dave Foote    Seconded by Cathy Balla-Boudreau**

BE IT RESOLVED THAT minutes for the special meeting April 27, 2011 be accepted as presented.

*Carried*

**5. DEPUTATIONS- none**

**6. REPORT OF CEO –**

Security in the library -Instructions typed - need date.

Annual survey – no correspondence

Website – Will review site to make sure we are ready to go

Article for Community news.

**7. REPORT OF CHAIR-**

**8. FINANCIAL REPORTS**

**CAP Grant Report –if available**

**Cheque Log**

**Moved by Betty Condie    Seconded by Debbi Grills**

BE IT RESOLVED THAT the Cheque Log generated on 05/11/2011 accepted as presented.

*Carried*

**Comparative Income statement**

**Moved by Debbi Grills    Seconded by Dave Foote**

BE IT RESOLVED THAT the Comparative Income Statement Report generated on 05/11/2011 be accepted as presented.

*Carried*

**9. CORRESPONDENCE**

Heather Bugden-Career Cruising Webinar Opportunity

Laurey Gilles – Invitation to Consultation on Capacity Building Grant

Peggy Malcolm- TD Summer Reading Club Materials

Anjani Sukhdeo- Tourism and Culture Grants (for Peter Armstrong)

Gwen Wheeler – After the Grant

Ministry of Economic Development and Trades

Ministry of Tourism and Culture- funding letter

Laurey Gillies – Capacity Building Grant

Lynda Dowdle- Results from AGM

Leele Gursaud – Call for submissions

Tier 1 – List of Products (Handout for Info only)

OIS-N – Usage reports

**10. NEW BUSINESS**

- Review of circulation Policy – Fees**
- Review of Xplornet Expenses**
- Date to set up Alarm system – instructions needed etc.**

**11. REPORTS OF COMMITTEES**

- JASI-**
- Digitization –**
- Accessibility –**

**12. UNFINISHED BUSINESS**

- May Madness- results
- Website – past completion date but still updating info.
- GICs – Review - August 2011
- Policy, Procedures and planning meeting – (Strategic Plan)
- Card Luncheon – planned tentatively for Oct. 12<sup>th</sup> or 20<sup>th</sup> of 2011

**13. BY-LAWS - none**

**14. QUESTIONS AND ANSWERS**

**15. ACTION ITEMS -**

- Dave Foote to explore the discount possibilities through EOWC and EORN
- Marlene Gibson – Library Board Development Kit
- Board – suggestions to Marlene Gibson re DVDs – today.
- Gayle Watters- List of vendors and phone numbers for eResources items.

**16. ADJOURNMENT**

**Moved by Dave Foote    Seconded by Betty Condie**

**BE IT RESOLVED THAT** this meeting adjourn at 11:10 a.m., to meet again Monday  
June 6, 2011 at 9:00 a.m. in the Library. Carried

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Chairperson

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Secretary/Treasurer