

# Head, Clara and Maria Public Library Board Meeting Agenda

A Regular Meeting held on May 6<sup>th</sup>, called to order at 2:05pm

## 1. Roll Call:

Chair:	Marlene Gibson	Member:	Betty Condie
Member:	Dave Foote	Member:	Fran Kelly-Chamberlain
Member:	Cathy Sutherland	CEO:	Candice Hersak

## 2. Pecuniary Interest-None

## 3. Approval of Minutes of Previous Meetings (*Resolution #1*)

**Resolution #1:** Moved by Betty Condie, Seconded by Dave Foote

Be it resolved that the regular minutes for April 8<sup>th</sup>, 2015 be accepted as presented. CARRIED

## 4. Business Arising from the Minutes

## 5. Report of the CEO

- The CEO went over her written report and updated the board on the new computers. All are up and running and there shouldn't be any issues.
- After looking into CELA and their website, the CEO is recommending that the HCM Library no longer carry CELA audio books or the daisy reader. Instead, she recommends educating patrons on Overdrive for ebooks and audiobooks.

## 6. Report of The Chair

- The Chair attended the latest SOLS trustee meeting and said it was well attended. She was interested in all the fundraising the different libraries are doing which may be good ideas for the library to look into in the future.
- Patrons are having trouble logging into the online catalogue. The CEO explained that JASI had not updated the link on the library's website when they started the new catalogue. The CEO had already contacted JASI and they will be fixing the issue soon.
- The Chair suggested that the CEO add in an ad for more library volunteers in the next Township newsletter
- The June Jazaar will also be added into the next newsletter and a free ad will be sent into the NRT, as well as an ad under the garage sales in the NRT.

## 7. Financial Reports

Accounts Payable Cheque Register

**Resolution #2,** Moved by Cathy Sutherland, Seconded by Betty Condie

Be it resolved that the accounts payable cheque register report covering the period of April 9-30<sup>th</sup>, 2015 be accepted as presented. CARRIED

Statement of Revenue & Expenditures

**Resolution #3:** Moved by Fran Kelly-Chamberlain, Seconded by Cathy Sutherland

Be it resolved that the statement of revenues and expenditures covering the period of January 1<sup>st</sup>- April 30<sup>th</sup>, 2015 be accepted as presented. CARRIED

**8. Correspondence** – Do to computer set up, there was no correspondence this month

**9. Policies**

None

**10. New Business**

- The CEO updated the board on the surplus

**Resolution #4**, Moved by Fran Kelly Chamberlain, Seconded by Betty Condie

Be it resolved that the board approves the transfer of the amount of \$1839.92 (excess 2014 surplus not accounted for) to the contingency reserve. CARRIED

**11. Reports of Projects**

History Project:

- Cathy cleaned up the old history computer and got it ready so all files could be moved to the new computer.
- Cathy received a facebook message from a gentleman suggesting certain names be added to the Veterans Memorial Plaque. She hasn't responded yet, but will ask him for names and then make a decision
- Discussion on the beautification of the memorial occurred

**12. Questions and Answers** None

**13. Action Items** None

**14. Adjournment**

**Resolution #5** Moved by Cathy Sutherland, Seconded by Fran Kelly-Chamberlain

Be it resolved that this meeting adjourn at 3pm to meet again June 10<sup>th</sup>, 2015 at 1pm in the library. CARRIED