

Head, Clara and Maria Public Library Board Meeting Minutes

A Regular Meeting held on 2015 October 14th called to order at 10:00a.m.

1. Roll Call:

| | | | |
|---------|------------------|---------|---|
| Chair: | Marlene Gibson | Member: | Betty Condie |
| Member: | Dave Foote | Member: | Fran Kelly-Chamberlain - <i>Regrets</i> |
| Member: | Cathy Sutherland | CEO: | Melanie Theil |

2. Pecuniary Interest: - None

3. Approval of Minutes of Previous Meetings:

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

Be it resolved that regular minutes for September 9, 2015 be amended. CARRIED

4. Business Arising from the Minutes:

Cathy Sutherland purchased 8 new card tables from Staples and delivered them to Township Hall for use/storage.

5. Report of the CEO: - Attached.

6. Report of The Chair: Marlene reported on October 2015 Library Committee Meeting which took place in Carleton Place.

7. Financial Reports:

Accounts Payable Cheque Register:

Resolution #2: Moved by Betty Condie, Seconded by Cathy Sutherland.

Be it resolved that the Accounts Payable Cheque Register Report covering the period of September 5th to October 13, 2015 be accepted as presented. CARRIED

Statement of Revenue & Expenditures:

Resolution #3: Moved by Betty Condie, Seconded by Dave Foote.

Be it resolved that the statement of Revenues and Expenditures covering the period of January 1st to Sept. 4th, 2015 be amended. CARRIED. (Report actually reads as "Revenue and Expense Report Jan 1- Sept 04, 2015; show the same wording on *Agenda* and *Resolution* for next meeting.)

Resolution #4: Moved by Cathy Sutherland, Seconded by Betty Condie.

Be it resolved that the statement of Revenues and Expenditures covering the period of January 1st to Oct. 13, 2015 be accepted as presented. CARRIED.

8. Correspondence: - None

9. Policies: - Winter project to review and update policies.

10. New Business: - None

11. Reports of Projects:

History Project:

- Portable scanner will be purchased under 2015-2016 OLCF-ITS grant. Cathy will provide suggestions.

12. Questions and Answers: - It was requested that the monthly meetings switch to the 3rd Wednesday of each month, where possible. All present were in agreement.

13. Action Items: - None

14. Adjournment

Resolution #5: Moved by Dave Foote, Seconded by Betty Condie

Be it resolved that this meeting adjourn at 11:20a.m. to meet again Wednesday, Nov. 18, 2015 at 10:00a.m. in the Library. CARRIED

Chair – Marlene Gibson

Secretary – Melanie Theil