

**HEAD, CLARA AND MARIA PUBLIC LIBRARY**  
**A regular meeting of the Head, Clara & Maria Library Board was held on**  
**April 16, 2012 at 1:00 p.m. in the Library**

**1. ROLL CALL**

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

**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 March 6 be accepted as presented. *Carried*

**Moved by Dave Foote Seconded by Debra Grills**

BE IT RESOLVED THAT minutes for special meeting of March 21 be accepted as presented. *Carried*

**4. DEPUTATIONS- none**

**5. REPORT OF THE CEO**

- ✓ Survey for SOLS – Contribution for your Library
- ✓ Go Access – my understanding this is for Lib-stats and Grants Ontario
- ✓ Grants Ontario registration – waiting for password information.
- ✓ Installed Office programs on 3 computers – plus free publisher item.
- ✓ Go Access Profile - Program to make collecting the Annual Stats information more streamline
- ✓ Club News submitted – it has been suggested we list some of the new book and DVD titles.

**6. Report of Chair –**

- ✓ Small libraries Meeting – SOLS implementing standard cataloging system ILS
- ✓ Immigration partners – guest speaker was Sheila Chala.
- ✓ Next meeting is May 30 2012
- ✓ Cap grant has been discontinued
- ✓ Capacity Building Grant – final report was submitted

**7. FINANCIAL REPORTS**

Cap Grant Report –info only  
Cheque Log –

**Moved by Cathy Balla-Boudreau Seconded Debbi Grills**

BE IT RESOLVED THAT The Cheque log generated on March 2, 2012 covering the period of March 3, 2012 to April 10, 2012 be accepted as presented.

*Carried*

Comparative Income Statements-

Moved by Betty Condie

Seconded by Dave Foote

BE IT RESOLVED THAT the Income Statement generated on April 10, 2012, for the period of March 3, 2012, to April 10, 2012, be accepted as amended.

*Carried*

**8. CORRESPONDENCE**

Signal – forwarded  
Debra Grills – letter of resignation  
Provincial Grant Cheque

World Literacy Canada– Info only  
Barbara Franchetto – Tier 3 eResources– Info only  
SOLS – Overdrive Newsletter – forwarded to Library Board.  
Heather Bugden – Career Cruising Newsletter – Forwarding to Library Board  
John Lee – Thank you– Info only  
Beth Harding – Compass 101 Spring Registration– Info only  
Beth Harding – Compass 101 / e-Resources Announcements– Info only  
SOLS – Compass Newsletter – Forward for website updates.  
Jill Pangborne – Toronto Public Library – announcements– Info only  
Keith Bird – Britannica – End of an Era– Info only  
Rosanne Renzetti – E-reader group survey  
Rob Lavery – Trustee Council meeting Eganville April 28 2012– Info only  
Overdrive – Announcement – support from transition – Info only  
Go-Access – our profile creation– Info only  
Adam Haviaras – Lib stats User Account Creation– Info only  
Rosanne Renzetti – Britannica in print– Info only  
Michelle Arsenault – A Spark Before the Fire by Mima  
B. Franchetto – Overdrive Consortium Committees– Info only  
Beth Harding – Overdrive Announcement – support from Transition  
Laurey Gilles – SOLS- contribution to your Library – Info only  
Doreen Diorio – Grants Ontario– Info only  
Diane Thompson – not attached – information about GO Access– Info only  
Ottawa Book Fair Poster– Info only  
Melinda Reith – letter re Children’s Corner and usage of the hall– Info only  
Ministry of Training and Colleges and Universities– Info only  
Adopt Ontario – Info only

**7. NEW BUSINESS**

**8. PROJECT REPORTS**

Jasi- Marlene is to make a list of items we need help with.  
User profiles are requiring renewal for another term.  
Sarah Badgley fund- letter has been forwarded and a confirmation of receipt received.

**12. UNFINISHED BUSINESS**

Card Party – There are 9 tables (36 people) booked. Two spares are needed for euchre.  
Table clothes will be here early for ironing. Wendy Farr will pick up the fruit tray.  
May Madness – May Madness planning meeting scheduled for April 30 2012  
Volunteer Form – application and confidentiality- final review at the next meeting.  
Policy, Procedures and (Strategic Plan) -Procurement Policy Review

**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.

**16. ADJOURNMENT**

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

BE IT RESOLVED THAT this meeting adjourn at 3:20 p.m. to meet again May 14, 2012 at 1:00 p.m., in the Library.

**Carried**

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Chairperson

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Secretary/Treasurer