

HEAD, CLARA AND MARIA PUBLIC LIBRARY

A regular meeting of the Head, Clara & Maria Library Board was held on
June 11, 2012 at 1:00 p.m. in the Library

1. ROLL CALL

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

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 regular meeting of May 14, 2012 be accepted as presented. *Carried*

4. DEPUTATIONS- none

5. REPORT OF THE CEO –

MAY

- Delivered the Children's books to Ruth Morin for her grandchildren, Alyssa and Alex Morin.
- May Madness advertising
- May Madness – booked tables
- Meeting Prep
- Annual Survey -Worked on the Annual Survey now due June 30th. waiting for an eResource usage from SOLS and a report from Dan at OLS-N
- Arranged for Terry Lamure to hang some things in the Library – ladder, exiting., acrylic holders, file unit

June

- Thank you to Anne Seck
- Club News
- Annual survey – completed, submitted and confirmed
- Watching for next survey for PLOG- Public Library Operating Grant
- eResources survey 2012
- CAP letter written and sent

6. Report of Chair –

Attended Small Libraries committee meeting

7. FINANCIAL REPORTS

Cap Grant Report –info only

Cheque Log –

Moved by Betty Condie Seconded Debbi Grills

BE IT RESOLVED THAT The Cheque log generated on June 11, 2012 covering the period of May 12, 2012 to June 11, 2012 be accepted as presented.

Carried

Comparative Income Statements-

Moved by Debbi Grills Seconded by Dave Foote

BE IT RESOLVED THAT the Comparative Income Statement generated on June 5, 2012, covering spending from Jan. 1, 2012 to June 5, 2012 be accepted as amended.

Carried

Allocation of Surplus funds

Moved by Debbi Grills Seconded Betty Condie

BE IT RESOLVED THAT the Head, Clara and Maria Public Library board allocate surplus funds of \$5041.345 to a reserve called Working Capital Reserve.

Carried

8. CORRESPONDENCE

Capstone- Pebble go announcements-info only
Claire-Marie Paquette-Finlay – EFT requirements for a separate bank account- N. Lebreton
Townships HCM – New Horizons Program-info only
OLS-N Holiday Hours-info only
Diane Thompson – Call for Submissions-info only
Barbara Franchetto – Annual Survey Webinar-info only
OLS-N – Stats-info only
World Literacy Canada-info only
Serge Aubin – Enterprise Upgrade-info only
John Lee – Thank you-info only
Teck Soup -info only
Daryl Novak – Consortia Purchasing Agreement Updates-info only
Faline Bobier – CLPP- Gayle Watters
Tumble Books – Partners with National Geographic-info only
Ottawa Museum Network-info only
Our Digital World - invoice-info only

9. NEW BUSINESS

Xplornet costs – motion to ask council to absorb 100%. *Postpone*
Sarah Badgley Fund
Fundraising ideas-

- Bake sale with a coffee morning.
- Cross stitch donations to sell.
- Market at Deep River – can we put in a table and sell bread, pies, muffins at the beginning and end of season?
- Tupperware sale
- Composting talk – need to check website for information.

Cap Grant – letters to Cheryl Gallant

10. PROJECT REPORTS

Jasi- Membership cards need to worked out the patrons of the local campsites using our library on an infrequent basis.
History Project
Veterans Project – Debbi Grills donated a book holder for the guest book and the board wants to note their most sincere thank you for such thoughtfulness.

12. UNFINISHED BUSINESS

Card Party- \$270.00 dollars was earned and the next date tentatively set for Oct. 11 2012.
May Madness – \$1564.00 was made to date but there are still monies to come in.
Volunteer Form – Final copy for each board member at the next meeting
Policy, Procedures and (Strategic Plan)-Procurement Policy Review- final copied to be sent to each board member.

13. BY-LAWS - none

14. QUESTIONS AND ANSWERS

Board Chair Marlene Gibson thanked Debbi Grills for her time and participation on the board member this past year and wishes her well in all her new endeavours.
Board member Foote questioned the amount (\$500.00) in items 5&6 of the Procurement policy but which turns out to be the correct amount.

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 –September
- Marlene Gibson -membership cards for campground patrons

-Gayle Watters - Form for campground patrons to complete

ADJOURNMENT

Moved by Dave Foote Seconded by Debbi Grills

BE IT RESOLVED THAT this meeting adjourn at 3:30 p.m. to meet again Sept. 17, 2012 at 1:00 p.m., in the Library.

Carried

Chairperson

Secretary/Treasurer