



Minutes of a Regular Meeting of the St. Marys Public Library Board

Meeting Location: St. Marys Public Library

Meeting Date: June 7, 2018

Meeting Time: 6:30pm

Meeting Attendance:

Present: Board Chair, C. Atlin, Vice Chair, J. Mustard, B. Osborne, R. Quinton, B. Tuer, T. Winter, M. Zurbrigg

Staff Present: CEO M. Corbett, Library Services Coordinator R. Webb, Summer Reading Coordinator C. Donati.

Regrets: L. Hodgins, A. Strathdee

1. Call to order

Meeting was called to order at 6:31pm by Board Chair C. Atlin.

2. Approval of the agenda

Motion:

That the June 7th, 2018 regular meeting of the St. Marys Public Library Board agenda be approved as presented.

Moved by: B. Osborne

Seconded by: J. Mustard

Result: Carried

3. Declarations of pecuniary interest

None declared.

4. Welcome guests or delegations

C. Donati, Summer Reading Program Coordinator.

5. Consent agenda

Motion:

That Consent Agenda items 5.1 to 5.4. inclusive be adopted by the Board.

Moved by: T. Winter

Seconded by: B. Osborne

Result: Carried

5.1. Minutes of the May 3rd, 2018 Regular Library Board meeting

Motion:

That the minutes of the May 3rd, 2018 Regular Library Board Meeting be approved.

5.2. CEO Report



Motion:

The CEO Report be received.

5.3. Library Statistics

Motion:

That the Library statistics report be approved.

5.4. Financial Report

Motion:

That the Library Financial report be approved.

6. Discussion items

6.1. Summer Reading Club Update/Presentation

Summer Reading Program Coordinator, C. Donati gave a presentation to members of the Board about the 2018 Summer Reading Program.

6.2. Circulation and Services—Makerspace Fee Schedule

Motion:

To adopt changes made to Appendix D: Fines and Fees (Circulation and Services Policy) with respect to Makerspace Materials.

Moved by: J. Mustard

Seconded by: R. Quinton

Result: Carried

6.3. Library Sign

Motion:

To have the CEO present this report to the Friends of the Library, and look into possible funding from the Friends to have the sign completed.

Moved by: R. Quinton

Seconded by: B. Tuer

Result: Carried

6.4. Library Door Hardware

Recommendation:

THAT the CEO investigate the option of refurbishing the existing Church Street door hardware, and report back on all options to the Board.

6.5. Adult Learning Job Description

Direction to continue to pursue the new position as described in the Job description presented to the Board and have it evaluated.



6.6. Library Space Costing Report

Recommendation:

THAT this project, with the presented costed figures, be brought to the St. Marys Town Council for June, to discuss whether or not this project is a possibility for this 2018 year, in conjunction with the carpeting and painting of the Library.

6.7. Discussion item

Motion:

That the St. Marys Public Library Board move into a session that is closed to the public at 7:42pm in accordance with the Municipal Act, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and Section 239(2)(b) labour relations or employee negotiations.

Moved by: B. Tuer

Seconded by: B. Osborne

Result: Carried

Motion:

That the St. Marys Public Library Board move out of a session that is closed to the public at 8:10pm in accordance with the Municipal Act, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and Section 239(2)(b) labour relations or employee negotiations.

Moved by: T. Winter

Seconded by: M. Zurbrigg

Result: Carried

Motion that

The completed performance appraisal as approved by the Board be forwarded to Town HR with included compensation recommendation as set out in the appraisal.

Moved by: B. Tuer

Second: J. Mustard

Result: Carried

7. Friends of the Library report

The Friends of the Library reported that they purchased new tabled to be used at the semi-annual book sale, the Newcomers' coffee hour will continue as normal and that members will soon be reaching out to local businesses for sponsorship of the Newcomers' program.

8. Round table discussion



A question was brought forward about the results of the engineer visit to the Library. CEO M. Corbett addressed the question and noted that the report did mention that the second floor of the Library should not be used for long term storage of books.

9. Date of next meeting—Thursday September 6th, 2018

10. Adjournment

Motion:

That the June 7th, 2018 regular meeting of the St. Marys Library Board be adjourned.

Moved by: B. Osborne

Seconded by: R. Quinton

Result: Carried