



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

Meeting Location: Pyramid Recreation Centre

Meeting Date: October 4th, 2018

Meeting Time: 6:30 pm

Meeting Attendance:

Present: Board Chair, C. Atlin, J. Mustard, R. Quinton, B. Tuer, T. Winter, M. Zurbrigg, A. Strathdee, L. Hodgins

Staff Present: CEO M. Corbett, Library Services Coordinator R. Webb

Regrets: B. Osbourne, L. Hodgins,

1. Call to order

Meeting was called to order at 6:30 by Board Chair C. Atlin.

2. Approval of the agenda

Motion:

That the October 4th, 2018 regular meeting of the St. Marys Public Library Board agenda be approved as presented.

Moved by: J. Mustard

Seconded by: A. Strathdee

Result: Carried

3. Declarations of pecuniary interest

None declared.

4. Welcome guests or delegations

- Adult Learning Coordinators C. Sproat and Y. Thompson.
- Council candidate P. McAsh, D. Cullen,

5. Consent agenda

Motion:

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

Moved by: M. Zurbrigg

Seconded by: B. Tuer

Result: Carried

5.1. Minutes of the September 6th, 2018 Regular Library Board meeting

Motion:

That the minutes of the September 6th, 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. Verbal Update from Adult Learning

Adult Learning Coordinators C. Sproat and Y. Thompson gave a presentation to members of the Board which outlined the first and second quarters of the year and some highlights from that time period.

- Referrals from partners in employment

*get a copy of the presentation.

6.2. First Aid Training and Staff Professional Development Closure

Motion: To approve the closure of the Library one (1) Friday in November and one (1) Friday in December for First Aid Training and for a profession development staff training day.

Moved by: B. Tuer

Seconded by: J. Mustard

Result: Carried

6.3. Library PRC Costs

CEO M. Corbett explained to members of the Board that there was a purchase of a network switch necessitated by the temporary relocation to the PRC.

Motion: That the Board approve the CEO to use the Reserve Account to pay for the Network Switch required by the temporary relocation to the PRC in the amount of \$2039.49 and that the CEO, M. Corbett investigate the possible further use or function of the Network Switch.

Moved by: R. Quinton

Seconded by: T. Winter

Result: Carried

6.4. Budget Amendment

Motion: That the Board approve the amendments to the 2019 draft Library budget presented on September 6th as proposed by the CEO and that the amended draft 2019 budget as presented to the Board on October 4th be submitted to the



Corporation of the Town of St. Marys for Budget deliberations.

Moved by: R. Quinton

Seconded by: M. Zurbrigg

Result: Carried

- 6.5. Friends of the Library—Discussion led by J. Mustard and R. Quinton
Newcomers update that they are currently canvassing for sponsors and getting renewals.
Book cart at the PRC.
Book Sale-
- Discussion about whether the sale will take place, need clarification on the engineer report
 - The friends of the Library would like to request that this issue is followed up on and is an important issue for the Library Board.
 - Should be within the next two weeks
 - If the report is not received the Board will put additional pressure on the town to get answers because the FOL is an important partner and the Book Sale is important.

Motion

That the Building Inspector and Chief Building official be invited as guests at the regular November board meeting to discuss the Engineering report.

B. Tuer

J. Mustard

Carried

The Board gave direction to library CEO M. Corbett to request that the report be received prior to the next regular board meeting so that it may be circulated and reviewed beforehand.

7. Round table discussion

- EarlyON, PKFK grant application was submitted, asked for a cost breakdown
 - If they decided to hand it out in pieces, we not interested
- AGM
 - Overview, library highlights
 - Board recruitment
 - Barb Taylor
 - O'Drowsky Family Donations
- Moving back into the Library on the 9th, the Library will be closed on Saturday.

8. Date of next meeting—Thursday, October 25th, 2018

9. Adjournment

Motion:

That the October 4th, 2018 regular meeting of the St. Marys Library Board be adjourned.



Moved by: R. Quinton
Seconded by:
Result: Carried.