



## **Minutes**

### **Library Board**

October 10, 2019

6:45 pm

St. Marys Public Library

15 Church Street North, St. Marys

Member Present	Councillor Craigmile, Councillor Edney, Barbara Tuer, Cole Atlin, Lynda Hodgins, Melinda Zurbrigg, Reg Quinton, Joyce Vivian
Member Absent	Mayor Strathdee
Staff Present	Matthew Corbett, CEO, Rebecca Webb

#### **1. CALL TO ORDER**

The October 10, 2019 regular meeting of the St. Marys Public Library Board was called to order at 6:46pm by Board Chair C. Atlin

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By** Councillor Craigmile

**Seconded By** Reg Quinton

That the October 10th, 2019 regular meeting of the St. Marys Public Library Board agenda be approved as presented.

**Carried**

**4. DELEGATIONS**

Members of the Board welcomed Adam Stapleton, Adult Learning Coordinator.

**5. CONSENT AGENDA**

**Moved By** Lynda Hodgins

**Seconded By** Joyce Vivian

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

**Carried**

5.1 Acceptance of Minutes

5.2 CEO Report

5.3 Library Statistics

5.4 Financial Report

**6. CORRESPONDENCE**

6.1 Joint ADHOC Library Space and Needs Committee

The board had a discussion on the next steps of the ADHOC Committee and members were appointed to the Committee from the Library Board.

**Moved By** Lynda Hodgins

**Seconded By** Reg Quinton

Motion to accept the report as information.

**Carried**

**Moved By** Lynda Hodgins

**Seconded By** Reg Quinton

THAT the board appoint Barb Tuer, Cole Atlin, Reg Quinton to the ADHOC Library Space and Needs Committee.

**Carried**

## **7. DISCUSSION ITEMS**

### **7.1 Adult Learning Update Report**

Adult Learning Coordinator Adam Stapleton gave a presentation to the Board about the Adult Learning Programs of Perth County and future opportunities for the program.

**Moved By** Melinda Zurbrigg

**Seconded By** Councillor Craigmile

That the Adult Learning Report be received as information.

**Carried**

### **7.2 Adult Learning Water Report**

CEO M. Corbett gave the Board an update to the Board regarding a flood that happened at the Adult Learning Center.

**Moved By** Lynda Hodgins

**Seconded By** Joyce Vivian

That the Adult Learning Report be received as information.

**Carried**

### **7.3 Accreditation Audit Report**

**Moved By** Barbara Tuer

**Seconded By** Councillor Craigmile

That the St. Marys Accreditation Audit report be received as information.

**Carried**

7.4 Amended Budget Report Update

CEO M. Corbett detailed the amendments made to the Library budget.

**Moved By** Lynda Hodgins

**Seconded By** Councillor Edney

That the amended draft 2020 budget presented to the Library Board on September 5th, 2019 be presented to the Corporation of the Town of St. Marys for budget deliberations.

**Carried**

**Moved By** Reg Quinton

**Seconded By** Barbara Tuer

That the Library Board, pending the Town of St. Marys Finance Departments updated staffing costs, provide Staff with the authority to adjust the staff budget lines for the 2020 budget.

**Carried**

7.5 Christmas Closure

**Moved By** Joyce Vivian

**Seconded By** Reg Quinton

That the Library Board approve the Christmas 2019 shut down schedule.

**Carried**

7.6 Capital Projects Update

CEO M. Corbett gave updates to the Board about capital projects.

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

That the Library Board receive the verbal update regarding the 2019 Capital Projects as information.

**Carried**

7.7 Training Day Library Closure

**Moved By** Lynda Hodgins

**Seconded By** Barbara Tuer

That the Board approve a Library closure on December 13, 2019 for the purpose of staff training.

**Carried**

**8. FRIENDS OF THE LIBRARY REPORT**

The Friends of the Library were on hiatus over the summer. The Dinner Theatre package is now for sale and tickets are available at the Library. The FOL is also busy preparing for the fall book sale on November 6, 7, 8, 9.

**9. ROUNDTABLE DISCUSSION**

PCIN is having an anniversary celebration on October 24th in each Library across Perth County simultaneously.

C. Atlin spoke to the Board about the meeting that took place with Parliamentary Assistant Wayne and Randy Pettapiece.

**10. UPCOMING MEETINGS**

The next regular meeting of the St. Marys Public Library Board will be November 14, 2019 at 6:45pm.

**11. ADJOURNMENT**

**Moved By** Councillor Craigmile

**Seconded By** Barbara Tuer

That the October 10th, 2019 regular meeting of the St. Marys Library Board be adjourned

**Carried**

---

Chair

---

Board Secretary