

HEAD, CLARA AND MARIA PUBLIC LIBRARY
A regular meeting of the Head, Clara & Maria Library Board was held on
Apr. 8, 2013 at 12:00 p.m. in the Library

1. ROLL CALL

Chair: Marlene Gibson Member: Betty Condie
Member: Dave Foote Member: Cathy Sutherland
Member: Fran Kelly-Chamberlain

2. PECUNIARY INTEREST- None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Betty Condie **Seconded by** Fran Kelly-Chamberlain
BE IT RESOLVED THAT minutes for regular meeting of Mar. 11, 2013 be accepted as presented.
Carried

4. DEPUTATIONS- none

5. REPORT OF THE CEO

May Madness Application Form
Cogeco ad for Card Party
Handle several more over-dues that were returns
Wrote and submitted the Community news to Melinda
Annual Survey 2012 – starting the process
Volunteer follow-up for card party

6. REPORT OF THE CHAIR –

-Attended Library committee meeting April 4th where design of public spaces was discussed and that the regulations are now ruled by the Ontario Building Code. -Link to download to OLSN (95 page document which can be downloaded if desired)
-PLOG – Public Library Operating Grant - covered the problem with completing the forms
-Sols- has redesigned their website
-Ministry site the PLA- Public Library Act is available for those who want it.
-Sarah Badgley – we have applied for this grant. Cathy Balla-Boudreau has written the letter.
-Round table discussed the Book Tree. Ottawa Valley Tourism has up to 5 GPSs they will lend for events
CDs – CNIB these are for the visually impaired or difficulty with the written word

7. FINANCIAL REPORTS

Accounts Payable Cheque Register Report

Moved by Dave Foote **Seconded by** Cathy Sutherland
BE IT RESOLVED THAT the Accounts Payable Cheque Register Report covering the period of Jan. 1 2013 – April 4, 2013 be accepted as presented.

Statement of Revenues & Expenditures

Moved by Fran Kelly-Chamberlain **Seconded by** Betty Condie
BE IT RESOLVED THAT the Statement of Revenues & Expenditures covering the period of Jan. 1 2013 – April 4, 2013 be accepted as presented.

8. CORRESPONDENCE

Lynda Dowdle – more titles needed – forwarded to the board-*Info only*
LIP Cultural Training Session – forwarded to the board-*Info only*
Facebook – recipe request – send email out to board and library friends
Lynda Dowdle – No more weeding-*Info only*
Signal excerpt re: funding-*Info only*
Barbara Franchetto – Ebsco Webex Sessions-*Info only*
Claire-Marie Paquette-Finlay - Capital Grant Opportunity-*Info only*
- Workshop – Making the Case -*Info only*

Lincoln M. Alexander award 2013. -*Info only*

9. NEW BUSINESS

Card Party – planning – fundraising goal- what is the money for? It was decided that the money would be for the library.

10. PROJECT REPORTS

Jasi- *No report*

History Project –there was nothing to report other than volunteer Pam Charron has moved to the spare list as her time is very limited and it is hard for her to get here.

12. UNFINISHED BUSINESS

Policy, Procedures and (Strategic Plan)

By-laws - none

13. QUESTIONS AND ANSWERS

Easy discussion of May Madness features, Flea Market, Treasurers, Book Sale, Food, Silent Auction (10% consignment fee) and table rentals.

15. ACTION ITEMS –

-Gayle Watters- a list of vendors and phone numbers for eResources items.

Library Board members need copies of all finalized by-laws, procedures and policies.

- Library Board completed the reviewing of the Board Orientation Kit with sections 9-10 and the glossary.

16. ADJOURNMENT

Moved by Cathy Sutherland **Seconded by** Dave Foote

BE IT RESOLVED THAT this meeting adjourn at 2:40 p.m. to meet again Apr. 29, 2013 at 1:00 p.m., in the Library. ***Carried***

Chairperson

Secretary/Treasurer