

Present: Tim Dyck, Don Marshall, Bonnie MacIntyre, Dyan Jones, Denise Edwards, Malcolm Beddoe

Staff: Chief Librarian/CEO, Kim Priestman

Guest (s)

Regrets: Gerri Grant

### **Call to Order**

Meeting called to order at 1:30pm by Chair, Tim Dyck.

### **Agenda**

Moved by: Malcolm Beddoe

Seconded by: Bonnie MacIntyre

**That the agenda of the meeting November 16<sup>th</sup>, 2015 be approved as amended.  
Carried**

### **Declaration of Interest**

It is recorded that there were no declarations of pecuniary or conflict of interest or the general nature thereof.

### **Minutes**

Moved by: Bonnie MacIntyre

Seconded by: Dyan Jones

**That the amended minutes of October 21<sup>st</sup>, 2015 be adopted.  
Carried**

### **Business arising from Minutes**

Library Board chair Tim Dyck presented Ms Ratz with an Acer Iconia Tab 10, donated by the Friends of the West Grey Library at a ceremony at The Colour Jar in Durham on Saturday, November 14th.

Kim will be meeting with a company on Tuesday November 17, 2015 to look at panic buttons and security for each branch.

The agreement with Grey Highlands Public Library is from 2012 – 2016 inclusive.

**Librarian's and Statistical reports**

The CEO, Kim Priestman referred to the Chief Librarian/CEO, and Child & Youth Librarian reports and statistical information included with the minutes.

**The reports be received for information.  
Carried**

**Accounts Payable**

Moved by: Malcolm Beddoe  
Seconded by: Dyan Jones

**That the invoices, as presented on the Council/Board Report dated November 16 , 2015 in the amount of \$4148.41 (A/P Voucher #08 October 2015 invoices) be paid.  
Carried**

**Correspondence**

Tim Dyck, mentioned he had written a letter to the Bruce County Library Board in regards to operating a satellite library on the Brockton side of the street in Elmwood.

**Strategic Plan**

Denise Edwards and Tim Dyck will finalize the strategic plan and present at the December meeting.

**Personnel Committee** (Gerri and Dyan)

Nothing new to report

**Policy Committee** (Denise and Malcolm)

Nothing new to report

**Facility Committee** (Malcolm, Don, Gerri)

Mandate:

In accordance with the Strategic Plan the Facilities Committee will conduct bi-annual inspections of all library facilities to determine their suitability from which to operate public programmes and services

Assess the structures by investigating the following, including but not limited to: roof, windows, rugs, water, sewage/plumbing, heating air conditioning, accessibility, parking, lighting, ventilation, safety, fixtures, and ergonomic status

Make appropriate recommendations to the board

## West Grey Public Library Board Minutes

November 16, 2015

West Grey Public Library – Durham Branch

The committee is still working with members of the West Grey Council to find a suitable location for the Elmwood Branch.

The committee has been reviewing the facilities, Neustadt and Ayton have already been done. Durham will be done at the end of November.

A small group of volunteers will assist with small projects in the library branches.

Kim will contact Chief Phil in regards to a secondary exit from the Ayton branch.

### **Motion to add Dyan Jones to the Facility Committee. Carried.**

Moved by: Denise Edwards

Seconded by: Malcolm Beddoe

### **Board Members' Advocacy**

Malcolm Beddoe, Don Marshall, Bonnie MacIntyre and Kim Storz met with a small contingency of the Hanover Library Board November 6<sup>th</sup>, 2015. We discussed the continuation of the agreement for the Elmwood patrons to use Hanover Library for free. The agreement ends at the end of December 2015. Members from West Grey asked if the fee could be waived. Hanover Library Board informed us that as of January 2016 the patrons using the Hanover Library will have to pay the \$70 annual user fee. West Grey Library Board members, said they would take this information back to the Board at their next meeting on November 16, 2015. Other discussions were held about working together on larger projects and to get together again for further discussions.

Dyan Jones attended the SOLS meeting, held in Hanover at the end of October.

### **Other Business and Federation News**

### **Motion that we will inform the 16 Elmwood patrons using the Hanover Library, the agreement for free membership will come to an end December 2015. Carried.**

Moved by: Bonnie MacIntyre

Seconded by: Malcolm Beddoe

Tim Dyck will write a letter to the 16 people using the Hanover Public Library for free until the end of December 2015, informing them that the agreement will be coming to an end.

Kim Storz will also get in touch with Hanover Library, thanking for their assistance and letting them know West Grey Library will send out a letter.

A letter will be sent to those individuals who were interested in attending a Focus group. Dyan will be sending this letter.



## West Grey Public Library Board Minutes

November 16, 2015  
West Grey Public Library – Durham Branch

At the December meeting we will discuss meeting dates for 2016.

### **Next Meeting**

The next regular meeting of the West Grey Public Library Board will be held on Monday, December 14<sup>th</sup>, 2015 at 1:30pm at the West Grey Public Library – Durham Branch.

### **Adjournment**

4 pm.

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Chair Tim Dyck

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Date