

West Grey Public Library Board Minutes

October 16, 2019

West Grey Public Library - Durham Branch

Present: Malcolm Beddoe, Stephen Townsend (Council alternate), Michele Humphrey, Doug Hutchinson, Kim Storz, CEO

Regrets: Boyde Colwell, Beth Hamilton, Elizabeth Murray, Claudia Mueller

Call to Order

The chair called the meeting to order at 5:58 pm

Moved by Doug Hutchinson and seconded by Stephen Townsend it hereby be resolved that the West Grey Public Library Board approve the agenda. Motion carried.

Declaration of Pecuniary Interest or Conflict of Interest

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

In Camera was declared to discuss personnel matters about an identifiable individual, including municipal or local board employees.

Moved by Malcolm Beddoe seconded by Stephen Townsend THAT the WGPL Board move to an In Camera discussion at 6:00 pm. Moved by Stephen Townsend seconded by Michele Humphrey that the In Camera session end at 6:08 pm. **Motion carried.**

Moved by Doug Hutchinson and seconded by Malcolm Beddoe THAT a request be forwarded to West Grey Council to replace one West Grey Public Library Board member temporarily with community member Stephen Townsend and to fill a vacancy. **Motion carried.**

Training

- a. A discussion on how to do a motion

Delegation

None.

Consent Agenda

- a. Adopt previous minutes– September 18, 2019
- b. Librarian's report - September 2019
- c. Statistical report – September 2019
- d. Accounts Payable – August-October 2019

Moved by Michele Humphrey and seconded by Doug Hutchinson it hereby be resolved the West Grey Public Library Board adopt items A-D on the consent agenda as amended.

Motion carried.

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Correspondence if any

- i) Request for leave of absence received from WGPL Board member. Matter handled In Camera.

Matters arising from minutes

- a) Advocacy letter to be completed by Chair and CEO.
- b) Mount Forest/Clifford/Harriston/Wellington County library borrowing numbers are being secured

Motions

Moved by Malcolm Beddoe and seconded by Stephen Townsend THAT a proposal be taken to West Grey Council requesting a 1500-2000 sq ft addition be added to the Durham branch.

Discussion ensued.

Motion withdrawn.

Monitor the progress of the Strategic Plan

- i) Service review- Discussion of future space usage, partnering, etc.

Moved by Stephen Townsend and seconded by Malcolm Beddoe THAT Ontario Public Library Guidelines Accreditation and Peer Review be pursued to confirm and or identify gaps in service. **Motion carried.**

Committee Review and Updates

a. Policy Committee N/A

b. Finance Committee

- i) 2020 budget, increased budget areas where deductions were made
 - \$600 to Bldg maintenance
 - \$500 to mileage
 - \$500 to advertising
 - \$1000 added to Board admin costs
- ii) 10 year capital
 - Remove Library service review \$25,000
 - Move library expansion under Library heading and add \$50,000 each year instead of \$450,000 in 2022
 - Change to paved parking lot to upgrade parking lot

Moved by Malcolm Beddoe and seconded by Stephen Townsend THAT the budget be presented to West Grey Council.

Motion carried.

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Moved by Malcolm Beddoe and seconded by Doug Hutchinson THAT the 10 year capital budget be presented to West Grey Council with amendments.

Motion carried.

Report on Board members' advocacy activities

SOLS representative for October 26, 2019 will be Michele Humphrey.

Report from Council members'

West Grey Council Recognized Library Week

Other Business

West Grey Public Library potluck seasonal celebration to be held on November 15, 2019 5 pm to 7 pm at the Durham branch. Friends of the Library, family and West Grey Council members have been invited. Please RSVP to the CEO.

Open Discussion

Alternate service delivery methods were discussed.

Partnering with West Grey to utilize facility space was discussed.

Programming partnerships were discussed.

Alternate sources of funding and other grants were discussed.

Next Meeting

The next regular meeting of the West Grey Public Library Board will be held at the Durham branch on November 15, 2019 at 10 am.

Adjournment : Motion to adjourn at 8:08 pm moved by Stephen Townsend. **Motion carried.**

Chair

Date