

Present: Tim Dyck, Don Marshall, Bonnie MacIntyre, Dyan Jones, Gerri Grant, Denise Edwards

Staff: Chief Librarian/CEO, Kim Priestman

Guest (s)

Regrets: Malcolm Beddoe

Call to Order

Meeting called to order at 6pm by Chair, Tim Dyck.

Agenda

Moved by: Gerri Grant

Seconded by: Denise Edwards

**That the agenda of the meeting October 21st, 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 September 14th, 2015 be adopted.
Carried**

Business arising from Minutes

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: Gerri Grant

Seconded by: Don Marshall

That the invoices, as presented on the Council/Board Report dated October 7, 2015 in the amount of \$15,411.76 (A/P Voucher #07 October 2015 invoices) be paid.

Carried

Correspondence

Strategic Plan

Denise Edwards will review the final draft. Tim Dyck will present a draft of the Strategic plan to be printed and placed on the website.

Personnel Committee (Gerri and Dyan)

Confirmed staff and Kim Priestman received their increases in pay.

Policy Committee (Denise and Malcolm)

Circulation Policy was sent to the Policy committee for review.

Facility Committee (Malcolm, Don, Gerri)

Report of the Facilities Committee dated October 21, 2015 was received and discussed at length.

Board Members' Advocacy

The Facilities Committee have been meeting with the Council Committee to enhance communication.

Other Business and Federation News

Now therefore be it resolved that, the Board of West Grey Library does now go into a closed session 8pm to discuss matters related to a proposed or pending acquisition of disposition of land by the municipality of local board.

Carried

Grant-Edwards, Be it resolved that, the Board of the West Grey Library hereby returns to Open Session at 8:30 pm.

Carried

(Board Chair Tim Dyck confirmed that only closed session items were discussed "In Camera".)

To ratify the motion made through email on September 17, 2015 by Gerri Grant and Dyan Jones to accept the offer of the Municipal Council to relocate.

Moved by: Gerri Grant

Seconded by: Bonnie MacIntyre

Moved

To ratify the motion made through email on September 14, 2015 by Gerri Grant and Dyan Jones whereas the Elmwood Library branch building needs significant improvements to be safe for public and staff occupancy.

Therefore:

The West Grey library board moves to resume library service in Elmwood comparable to previous levels if:

Municipal Council accepts that recommendations from Dawley/WPI report (project#809) dated August 12, 2015.

Guarantees the building meets or exceeds those recommendation, or another mutually satisfactory building can be found

And budgeted funds for Elmwood are returned

Moved by: Gerri Grant

Seconded by: Denise Edwards

Moved

Motion to approve the Purchasing, Retention of documents, and Disposal of Library material.

Carried.

Moved by: Denise Edwards

Seconded by: Bonnie MacIntyre

Kim presented to the board the Ministry of Labour report dated September 30th for information.

Kim presented the Neustadt Health & Safety report dated September 2015. The Facilities committee will go to Neustadt to review the upstairs flooring.

Kim presented the Incident report dated October 13/14, 2015. The policy committee will assist in making a Working Alone policy. The Board would like Kim to let the staff know they will work to make sure they are comfortable and safe while working alone. Kim will look into panic buttons for staff.

Focus groups will be discussed at the November meeting.

Motion to approve Christmas hours as follows.

Closed Friday December 25 & Saturday December 26

Closed Friday January 1 & Saturday Jan 2

Open Thursday December 24th & Thursday December 31st from 9-2pm

Moved by: Denise Edwards

Seconded by: Dyan Jones

Carried

Kim let the Board know that life insurance benefits for the CEO isn't the same as other full time employees at the Municipality. At amalgamation the CEO was only working part time and

received the part time life insurance benefits. Once the CEO went full time the benefits were never changed. The Municipality is aware, and working to get the life insurance benefits corrected.

**Motion to approve paying 25% of the CEO's cell phone contract.
Carried.**

Moved by: Bonnie MacIntyre
Seconded by: Denise Edwards

**Motion to approve new hours for Ayton, as of January 1, 2016.
Tuesday 12 – 7
Friday 1 – 6
Carried**

Moved by: Denise Edwards
Seconded by: Dyan Jones

The Board chose a winner from the logo entries. Kim will contact the winner.

Kim will contact Grey Highlands Library to discuss the agreement, which is coming up for renewal.

Bonnie MacIntyre, Malcolm Beddoe, Don Marshall and Kim Priestman will meet with a delegation from the Hanover Library Board on November 7th.

Kim discussed the loss of funding the E-Resources from the Provincial Government. Kim will choose a few databases to be purchased for 2016 to be able to continue this service to patrons.

Draft budget was given to the board for review and comment.

Next Meeting

The next regular meeting of the West Grey Public Library Board will be held on Monday, November 16th, 2015 at 1:30pm at the West Grey Public Library – Durham Branch.

Adjournment

9:40 pm.

Chair Tim Dyck

Date