

# West Grey Public Library Board Minutes

September 21<sup>st</sup>, 2016  
West Grey Public Library – Durham Branch

Present: Tim Dyck, Don Marshall, Bonnie MacIntyre, Dyan Jones, Malcolm Beddoe, Gerri Grant

Staff: Chief Librarian/CEO, Kim Priestman

Guest (s): Ralph Clark, Ron Murdock

Regrets: Denise Edwards

## **Call to Order**

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

## **Agenda**

Moved by: Gerri Grant

Seconded by: Dyan Jones

**That the agenda of the September 21st, 2016 meeting be approved.**

**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: Malcolm Beddoe

Seconded by: Gerri Grant

**That the amended minutes of June 15, 2016; July 20, 2016 and August 24, 2016 be adopted.**

**Carried**

## **Business arising from Minutes**

### **Librarian's and Statistical reports**

The CEO, Kim Storz 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: Malcolm Beddoe

**That the invoices, as presented on the Council/Board Report dated September 9, 2016 in the amount of \$15,824.24 (A/P Voucher #06, #07, #08 invoices) be paid.**

**Carried**

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## Correspondence

## Strategic Plan

**Personnel Committee** (Gerri and Dyan)

**Policy Committee** (Denise and Malcolm)

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

Mandate:

In accordance with the West Grey Public Library Strategic Plan, the Facilities Committee will conduct bi-annual inspections of its libraries to provide the Library Board updates of the current conditions of all facilities.

## Board Members' Advocacy

## Other Business and Federation News

## Other Business

### 1. Local history collection

Ralph Clark and Ron Murdock asked the board if they could find space for the black boards presently in the Carnegie Library, and provided some ideas on how this could be handled.

Ralph asked if there would be room for a computer to use for local history research. Kim Storz responded that all computers in the West Grey Public Library had access to any local history information available at this time. Any further information gathered would also be added so that all computers would be able to access it.

All local history material in the Carnegie building would be brought over and would have its own room, the only items not able to come would be the black boards, and the pictures of the past Mayor's, reeves of the Town of Durham.

Ralph asked about scanning local newspapers, as digital images are becoming the norm. Kim responded that she is hoping to start working on this task with the help of some grants.

### 2. Lion's meeting

Gerri reported that she had attended the Lion's meeting & did a presentation asking for their help with the children's area. Bonnie also attended and asked for their help the day of the children's walk. Don T had also been there and presented the idea of helping with the move, be paid the \$5,000 and then donate it back to the Library. That was approved as well as helping the day of the walk.

### 3. Update on the Durham move.

Dyan reported that

She has arranged for students from St. Peter's & St. Paul's and from Spruce Ridge Community schools to participate in moving books on Thursday, October 6<sup>th</sup> starting at 9:30 she has 100 bags from Foodland, she has arranged for the police to assist in the crossing of the highway, she has secured Randy to be the Town Crier and has Liz Barningham & Cheryl Lindsay to assist with the official opening, she has Jenny Parsons for a magic act, she has Ann Hagedorn for the word wall.

Bonnie reported that

There was an excellent response from Gerri's presentation to the Lions, there were 16 signed up to help with the move on the 8<sup>th</sup> and 6 to help with the walk and more will help that day if no police check is needed, the Lions have tent/shelters we can use on the 6<sup>th</sup> and the 22<sup>nd</sup>, She spoke to Deb Brown at Tim Hortons to arrange for timbits for

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the 6<sup>th</sup> and she will take a letter in and follow up on that, she has spoken with Ralph Clark and he is happy to do a ½ hour talk on the 22<sup>nd</sup>.

Kim reported that

She had concerns about the shelving and will ask Don M. to get in touch with Garry about these concerns, she also needs another 6' shelf so will ask Don to get that to Garry, she also needs the children's shelving moved so the Lions (Ron) will be asked to arrange that.

Kim provided a quote for signage at the front of the new building, one for a sign on the top peak and the other for a sign on the front lawn. The board suggested maybe in the future we could look at the signage on the peak.

**Motion to accept the quote for the sign on the front lawn.**

**Moved by Malcolm Beddoe**

**Seconded by Bonnie MacIntyre**

**Moved**

A quote from an electrician for \$1,300 to finish the fans & lighting had been received. I was to phone Don T to see if he wanted to do a quote. ( I did but as far as I know we never heard from him). You were instructed to get a drop box. Don was asked to contact Garry about the shelving - when it'd be done, delivered and about finishing the tops of the ones cut down.

4. Neustadt Branch

Updates were made to the Neustadt branch by Municipal staff. Kim was asked to see if there was a written report on the updates made.

### **Next Meeting**

The next regular meeting of the West Grey Public Library Board will be held on October 19<sup>th</sup>, 2016 at 6pm, at the West Grey Public Library – Durham Branch.

### **Adjournment**

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Chair Tim Dyck

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Date