

“LITERACY IS OUR GOAL”

LAKE OF BAYS TOWNSHIP PUBLIC LIBRARY BOARD

MINUTES – MONDAY MAY 29, 2017, 9:30 AM
BAYSVILLE LIBRARY

PRESENT: David Johnstone, Rod McLean, Linda Lacroix, Cathy Hurst,
David Walker, Mary Lois Rennie, Tom Gefucia, Terry Glover, Mike Peppard

REGRETS: Ann Rogers, Wayne Donaldson

GUEST: Cathy Fairbairn

CALL TO ORDER: 9:33 am by David Johnstone

MOVE INTO CLOSED SESSION: Motion at 9:34 by David Johnstone,
seconded by Rod McLean

We discussed human resource issues. We agreed to the staffing initiative as discussed.

MOVE TO COME OUT OF CLOSED SESSION: Motion at 9:56 by
David Johnstone, seconded by Cathy Hurst

APPROVAL OF AGENDA: Motion by Rod McLean, seconded by David
Walker. Approved.

*Removal of three items under Policy Review: Response to SOLS Audit &
Certification, Technology, and Responsibility and Accountability Matrix*

MINUTES OF LAST MEETING: Motion to approve Minutes of March
2017 by Cathy Hurst, seconded by Rod McLean. Carried

TREASURER'S REPORT: Motion to accept by Mary Lois Rennie, seconded by David Walker. Carried.

The main revenue variance is caused by the capacity grant which was deferred from 2016 and will be offset by expenses, some of which have not been processed as of the statement date. Audited statements for FY2016 were handed out. Township will supply conduit for fiber into Township buildings but only Bell knows when it will be connected.



Lake of Bays Township Public Library CEO Report

April 2017

STAFF/BRANCH UPDATE

- Cathy and Lizann worked on annual survey as part of training session, hoping to finish this afternoon

Lizann & Cathy will start to work on Survey Monkey to put together a new client survey.

- Both branches will close Sat. July 1st for Canada Day

DWIGHT BRANCH BUILDING UPDATE

- Plans and costs associated expected to be submitted to committee this week, further update at meeting

POLICY UPDATE

- Scheduled to meet..... to review programming, human resource and working alone polices

TOWNSHIP UPDATE

- All volunteers including Library Board are invited to Township June 20th, 4-6pm for recognition/refreshment event

SOUTHERN ONTARIO LIBRARY SERVICE (SOLS) CEO MEETINGS

- Cathy attended and found it very interesting, Linda was unavailable due to illness
- Updated accreditation information presented, whole new list of requirements
- One requirement is a recent survey, would like to proceed with this asap

MUSKOKA CEO MEETING

- Meeting held in Bracebridge, Linda unable to attend due to illness
- Linda met privately with Huntsville CEO Deb Duce, discussed policies, HR issues
- All Muskoka libraries sharing library cards to be used to access each other's e-resources

MULTI-PURPOSE ROOM BLINDS

After viewing of Anne of Green Gables for National Film Day, a patron offered to purchase blinds to cover up small windows at top of wall in Baysville branch, blind company brought in for measurements and pricing

MINUTES FOR COUNCIL

- Received word from Deputy Clerk stating library board meeting minutes no longer require signature to be forwarded for Council meeting agenda

FRIENDS

a. Dwight Friends

- a. Everyone invited for unveiling of Tom Thomson painting June 17th, 10-2pm

With the new unveiling of the Tom Thomson, the Library should be added to the Tom Thomson tour.

b. Baysville Friends

- Silent Auction and Dinner sold out early
- Flag received, was flown over East Block March 30th 2017

Name	Held	Attendance	Name	Held	Attendance
Homeschool	8	109	Book Club	2	13
District Tax Clinic	2	17	Fresh Food Baskets	2	9
Colouring	5	51	Tech Time	4	50
Story Hour	4	23	Bagpiper	1	17
Tutoring	1	6	Dave Ireland Talk	1	42
Adult Painting	2	14	Busy Hands	4	18
Reel Alternatives	1	5	Yoga	3	17
After School Club	4	28	Art Space	1	32
Knitter's Group	1	7	Easter Egg Craft	1	3
Mahjong	3	15	Sour Dough Clinic	1	13
Children's Movie	1	12	Winter Walking	3	4
Irwin Visits	1	25	Easter Egg Hunt	1	40

Writers Group	1	13	National Film Day	2	8
Shell Art	1	6	Total	61	597

Motion to accept CEO Report by Rod McLean, seconded by Terry Glover. Carried.

DECISION/DISCUSSION ITEMS:

Mike Peppard, as Alternative Council Representative will receive the Library Board Orientation

FUTURE AGENDA ITEMS

Policy Review:

- Records Retention
- Disruptive Behaviour/ Damage to Library Property/ Trespass
- Compensating Time
- Programming Policy
- Human Resources
- Working Alone
- Code of Conduct: Children in the Library

MOTION TO ADJOURN: Rod McLean at 10:40.

NEXT MEETING: Monday, June 26, 2017, 9:30am, Dwight