



Minutes of a Regular Meeting of the St. Marys Public Library Board

Meeting Location: St. Marys Public Library

Meeting Date: September 7, 2017

Meeting Time: 6:30pm

Meeting Attendance:

Present: Chair C. Atlin, L. Hodgins, J. Mustard, B. Osborne, B. Tuer, M. Zurbrigg, T. Winter, A. Strathdee,

R. Quinton

Staff Present: CEO, M. Corbett, Library Services Coordinator, R. Webb

Regrets:

1. Call to order

Meeting was called to order at 6:30pm by Board Chair C. Atlin.

2. Approval of the agenda

Motion:

That the September 7, 2017 regular meeting of the St. Marys Public Library Board agenda be approved as presented.

Moved by: R. Quinton

Seconded by: B. Tuer

Result: Carried

3. Declarations of pecuniary interest

None declared.

4. Welcome guests or delegations

None present.

5. Consent agenda

Motion:

That Consent Agenda items 5.1 to 5.4. inclusive be adopted by the Board.

Moved by: J. Mustard

Seconded by: L. Hodgins

Result: Carried

5.1. Minutes of the July 24, 2017 Regular Library Board meeting

Motion:

That the minutes of the July 24, 2017 Regular Library Board Meeting be approved.

5.2. CEO Report

Motion:



The CEO Report be received.

5.3. Library Statistics

Motion:

That the Library statistics report be approved.

5.4. Financial Report

Motion:

That the Library Financial report be approved.

6. Discussion items

6.1. Financial Matters

6.1.1 Budget

The budget as presented in the meeting included a 3.46% increase. Highlights of the budget discussion included a staffing increase on a contract basis for the summer months.

Motion:

That the budget as presented to the Board on September 7th, 2017 go forward to Corporation of the Town of St Marys for Budget deliberations.

Moved by: R. Quinton

Seconded by: J. Mustard

Result: Carried

6.1.2 Reserve account

Motion that

The Library continue to maintain a separate trust account for the funds that have been donated to the Library for the benefit of St. Marys Public Library.

Moved by: B. Tuer

Seconded by: L. Hodgins

Result: Carried

Direction

That CEO M. Corbett continue to work on a Trust Policy and work with the Town Treasurer in doing so.



6.2. Going forward with the Space and Service Needs Study

The members of the Board concluded that there will be a separate meeting held in the month of January specifically to address going forward with the Space and Service Needs Study.

Motion

That the CEO be authorized to approach the Corporation of the Town of St. Marys to ask for the funds to address capital projects including the carpet, painting, drainage, windows.

Moved by: B. Tuer

Seconded by: J. Mustard

Result: Carried

6.3. Statutory Holiday hours cost projection

The Board members reviewed the Statutory Holiday hours cost projections that were received in the Board Package.

Motion

That the agenda be amended to add Holiday Closures to the agenda as item 6.4.

Moved by: J. Mustard

Seconded by: B. Tuer

Result: Carried

6.4. Holiday Closures

Motion

That the holiday closures be approved as presented to the Board.

Moved by: R. Quinton

Seconded by: L. Hodgins

Result: Carried

7. Friends of the Library report

Board member J. Mustard reported that the Friends of the Library will host their Fall Book sale on November 11, 12, 13, 14. Additionally, they have sent out Newcomer Program Sponsor renewal letters. They will once again partner with Community Players on a dinner package. The Library was fortunate to receive 5 new iPads from the Friends of the Library to be used in programming and digital learning.



8. Date of next meeting

The date of the next Regular Meeting of the St. Marys Public Library Board will be October 5th, 2017.

9. Adjournment

Motion:

That the September 7, 2017 regular meeting of the St. Marys Library Board be adjourned.

Moved by: J. Mustard

Result: Carried