

Gananoque Public Library Board Meeting Minutes  
5:00 p.m. October 28, 2013  
Gananoque Public Library

Present: Marian McLeod, Chair, Elizabeth Dorrington, Vice Chair, Joe Jansen, Chris McDonald, Jose Mann, Deirdre Crichton

Regrets: Roberta Abbott

1. Welcome & Introductions
2. Declaration of Conflict of Interest

No declarations.

3. Adoption of agenda

Motion: To approve agenda as amended

Moved: Joe Jansen      Seconded: Jose Mann      Carried

4. Adoption of the minutes from the September 23, 2013 meeting.

Motion: To approve the minutes of September 23, 2013.

Moved: Jose Mann      Seconded: Elizabeth Dorrington      Carried

5. Business arising from Minutes.
  - a. Status of the operation grant from Ministry of Culture, Tourism and Recreation – has been resubmitted and accepted, the second stage of the grant application is underway.
  - b. Activities of Library Week – in CEO written report.
  - c. Reporter Bill status – Marion McLeod is still working on to get the refund.
  - d. South Ontario Library Meeting – in CEO written report.
6. New Business
  - a. CEO Report – written report was presented.
  - b. Website development – Deirdre Crichton has scheduled a meeting with the schools commons and information specialist on Thursday and will promote the website and databases.
  - c. 2014 budget preparation and considerations – an e-mail will be sent around asking for input. The dates for budget submissions will be determined at the next council meeting. Deirdre Crichton will get the dates from John Jeffery.

**Board Chair:**

**Date:**

7. Other

A financial report and petty cash report were submitted to board members prior to the board meeting and Deirdre Crichton reported on the Beaumont bequest funds.

Motion: To add Deirdre Crichton to the TD bank account signing authority list.

Moved: Jose Mann      Seconded: Joe Jansen

Carried

Deidre Crichton will check to see if board members have to go into resign cards.

A verbal report on options for a new system was provided. Deirdre Crichton will follow up and provide more information at the next meeting.

Deirdre will submit the final document required for the 2013 / 2014 funding from the Ministry of Culture and Recreation.

Schedules – in previous minutes it has been noted that it is up to the discretion of the CEO to schedule the replacement staff.

Adjournment

**Board Chair:**

**Date:**