Gananoque Public Library Board Meeting Minutes
September 29, 2014
Gananoque Public Library

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

1. **Welcome**

2. **Declaration of Conflict of Interest** - none

3. **Adoption of Agenda**

Motion 2014 – 20
Moved: Chris McDonald Seconded: Joe Jansen Carried
To approve the agenda as amended.

4. Adoption of the minutes from the June 23, 2014 Meeting.

Motion 2014 – 21

Moved: Jose Mann Seconded: Chris McDonald Carried
Motion: To approve the minutes of June 23, 2014.

5. Business Arising from Minutes.

a. CEO follow up with staff

Met with staff on June 24, 2014 and discussed items mentioned by staff. A roles and responsibility will be worked on.

b. ADP HR financial reports

The reports are now available.

6. New Business:

a) CEO Reports

Deirdre presented written and verbal reports. The library has seen an increase circulation of library material from this time last year. The library is partnering with OEYC and library staff will visit programs in October, November and December at the OEYC and OEYC will run a Toddler Music in Movement program at the library in November. A Ronald McDonald storytime has been set up for October 4, 2014.

Financial Reports – Deirdre indicated two new accounts have been added by the treasurer and is checking into what is included and will monitor human resource costs.

Other:

b) Consumer Survey Results.

Deirdre passed results from the Youth survey. A small response rated was noted.

Board Chair: Date:

c) Additional space for the library.

At some point the space between the Library and Visitors Centre may be made available to renovate and utilize in the meantime Deirdre will apply for the Trillium grant to make the current library more accessible.

d) Preparation for 2015 budget

Deirdre will start working on.

e) New Town Council and Library Board members

Board members interested in staying on next year are asked to submit forms to the Town office.

f) E-book lending policy

Deirdre will check to see if SOLS is doing something with regard to the e-book rate costs issue raised in the letter from Ottawa Public Library.

g) Parental Permission for Internet Use

Motion 2014 – 22

Moved: Chris McDonald Seconded: Jose Mann Carried
Motion: To adopt the parental permission for internet use document.

h) Fines for DVD's

Motion 2014 – 23

Moved: Joe Jansen Seconded: Jose Mann Carried
Motion: To approve a $1.00 a day fine on overdue DVD's to a maximum of $10.00.

7. Other

Deirdre will check to see if John Love's health insurance has been included in the human resources expenses.

Motion 2014 – 24

Moved: Joe Jansen Seconded: Chris McDonald Carried
Motion: Library board made the motion that Deirdre Crichton has passed her probation and that she will continue as CEO until September 15, 2018 as per contact.

8. Next Meeting Date

October 27, 2014

Motion 2014 – 25
Moved: Jose Mann Seconded: Chris McDonald Carried
Motion: To adjourn the meeting.

Board Chair: Date: