

Gananoque Public Library Board Meeting Minutes
November 26, 2018
Gananoque Public Library

Present: Marian McLeod – Chair Jose Mann – Vice-Chair, Joe Jansen Chris McDonald, Jana Miller, Jack Noseworthy, Lynda Pilkey, Deirdre Crichton Regrets: Jim McGee

1. Declaration of Conflict of Interest - none

2. Adoption of Agenda

Motion 2018 – 39

Moved: Lynda Pilkey Seconded: Jana Miller

Carried

Motion: To approve the agenda as amended.

3. Adoption of the October 22, 2018 minutes as amended.

Motion 2018 – 40

Moved: Jana Miller Seconded: Joe Jansen

Carried

Motion: To approve the minutes of October 22, 2018.

4. Business arising from the minutes

- a) Progress of Book Bag design – Bag has been selected, Pam is working on design
- b) Drop off slot – Deirdre is getting a quote from Patterson Construction.
- c) Exterior Library doors – Parts have been ordered
- d) Teenage Volunteers Deirdre is working on job description for volunteers. Board reviewed three additional volunteer job descriptions.

Motion 2018 – 41

Moved: Jack Noseworthy Seconded: Jose Mann

Carried

Motion: To approve the homebound book club facilitator, homebound delivery volunteer and library support volunteer job descriptions.

- e) GISS presentation – – Jack provided an update, there have been more presentations and there is a new acting principal who he has been in contact with.
- f) Firefox Approach – Chris McDonald has talked again with Robin. Charlie Donovan is using a library computer to dictate some stories using the voice recognition system.

5. New Business

- a) CEO / Head Librarian Reports – Deirdre presented a verbal and written report.
- b) Open House – December 15th. From 11 a.m. to 1 p.m.

c) Delayed Report – Marian provided an update with meeting with Paul McMunn with regard to outside access and health & safety issues. Deirdre will contact Paul about capital budget. It was agreed that Deirdre would submit revamping the front entrance as first priority and ceiling tiles as second priority.

6. Other – Deirdre will check into whether board can meet until council appoints new board.

7. Next Meeting Date: December 17, 2018 at 5 p.m.

Motion 2018 – 42

Moved: Jose Mann

Motion: To adjourn the meeting.