

LAKE OF BAYS LIBRARY BOARD
'LITERACY IS OUR GOAL'
Minutes – Tuesday November 24th, 2008
Meeting held in Dwight Library

Present: Linda Lacroix, Dolly Martin, Maureen Wilson, Mary Lois Rennie, Ann Rogers, Nancy Tapley, Shirley Anne Sturgess, Don Chevalier, David Johnstone, Rod McLean, Peggy Hurley

Guest: Cathy Fairburn

Regrets: Ruth Ross, Ginny Burgess

1. **Call to Order:** 9:34 a.m.
2. **Approval of Agenda:** Approved
3. **Discussion/Decision items:**
 - a. Dwight Municipal Complex proposal: Proposal application to council for infrastructure grant funds not supported at this time. Decision to coordinate Strategic Plan and readiness for expansion in Dwight needs in view of future application when revisiting Strategic Plan updating.
 - b. Budget 2009: Discussed, scrutinized.
 - i. **Motion** to accept draft #2 of Budget.
Moved by Maureen Wilson, Seconded by Rod McLean.
OLS membership for board members discussed. Gives access to data. Plan to circulate information.
 - c) Baysville Expansion Project: Report on progress.
4. **Minutes of October 21st 2008:** Approved by D. Martin, Sec by Ann Rogers.
 - a. Business Arising: Telephone and internet invoices approved by librarians, allocation reviewed to branches by Treasurer.
 - b. 2007 Audited Statement:
 - i. **Motion** to receive by Rod McLean, seconded Maureen Wilson
5. **Treasurers Report:** Discussion regarding content of November 21st statement figures reflect current activities.(\$17,000 deficit covers salary increases and '07 budget errors.)
 - a. **Motion** to accept Ann Rogers, seconded Rod McLean.
6. **Librarians ' Reports.**
 - a. **Dwight:**
 - i. Computer problems continue, power outages and server difficulties, solution expected shortly.
 - ii. Novelist Webinar: Peggy and Cathy participated in webinar on use of Novelist program, useful for book group discussions, student research and librarians.
 - iii. Pre-Audit: Gwen Wheeler has completed pre-audit report and requests meeting to review. Audit committee will acquire copies for discussion and recommendation.
 - iv. 2nd Annual Children's Reading Incentive Program currently has 23 children registered. Dwight Friends and Coles Book Store are generously sponsoring the event.
 - v. Book Purchasing in Toronto:

1. Cathy and Peggy heading to Toronto, Dwight Friends of the Library generously covering all the expenses. Plans are to shop at The World's Biggest Book Store and The Flying Dragon Book store where they will receive assistance in purchasing materials for young adults and children.
- vi. Staff Resignation: Chris Williams has resigned after 6 years with the library where her influence and skills have been a major part of the library's success. The Board extend their thanks and wish her well in future endeavours.

Baysville:

The Move: The relocation transition has gone quite smoothly with many thanks to the individuals who participated. Problems continue to exist regarding electrical services, to be addressed.

Cap Grant: Changes with Industry Canada reports regarding recognition of Lake of Bays Library as one facility has means reworking situations to comply and adjustments of facilities required.

Web Site: Working very well with 215 visits to our site last month.

Provincial Grant: Provincial Operating Grant fund has been received in amount of \$22,534.

Annual Survey Changes: Following audit discussion, SOLS has indicated that the definition of library users to 'Active Members' as anyone with a library card that has been used in the past two years, seasonal and local.

Trillium: Next deadline for funding is March 1st 2009

211: Consultant with 211 group to arrange for onsite training in 2009.

Part Time: Linda has given her resignation and a combined Christmas / Retirement party has been arranged.

Letter of Praise has been received from patron which acknowledges appreciation of efforts by the library and Friends of Baysville Library for community contribution.

Board Travel: Travel expenses due before year end.

Staff Resignation: Linda Toner Fisher is also leaving Baysville Branch as a library assistant. Her experience and positive, friendly attitude have made major contributions to the branch. The Board extend their thanks and best wishes.

Future Agenda Items:

1. Policy Review, SOLS Audit and Certification
2. Board Governance
3. Strategic Plan update, specific Dwight requirements.
4. Trillium Grant, furniture requirements
5. Proposals for Cap Grant
6. OLS membership for board members discussed. Gives access to data. Plan to circulate information.
7. **Next meeting:** December 16th 2008, 9:30 am Baysville Library/Seniors Centre
8. **Motion of Adjournment:** Motion to adjourn at 10:45 a.m.
9. **Minutes signed by chair:**

David Johnstone _____