

HEAD, CLARA AND MARIA PUBLIC LIBRARY
A regular meeting of the Head, Clara & Maria Library Board was held on
December 14, 2010, at 9:05p.m. in the in the Library

1. ROLL CALL

Chair: Marlene Gibson
Member: Betty Condie
Member: Linda Chartrand
Member: Dave Foote
Member: Deborah Grills

2. PECUNIARY INTEREST- None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Betty Condie Seconded by Linda Chartrand

BE IT RESOLVED THAT minutes for November 8, 2010 be accepted as amended.
Carried

4. DEPUTATIONS – None

5. REPORT OF CEO –

-Magazines have been ordered; Canadian Health, Real Simple, Nutrition Action,
The Successful Investor, and Family Handy Man.

-Club news article was sent in for our year end wishes.

-E-resources survey completed

6. REPORT OF CHAIR- 17000 credit program – need the receipts for approximate \$1776.00,
1400 of which is earmarked leaving 218.00 left to spend.

7. FINANCIAL REPORTS

Cheque Log

Moved by Debbi Grills Seconded by Dave Foote

BE IT RESOLVED THAT the Cheque Log dated 11/03/2010 to 12/15/2010 be accepted as
presented.

Carried

Comparative Income statement

Note: Bridge game donations need to be tallied and earmarked for the purchase of books.

Moved by Dave Foote Seconded by Linda Chartrand

BE IT RESOLVED THAT the Comparative Income Statement Report generated on
12/07/2010 be accepted as presented.

Carried

Moved by Dave Foote Seconded by Linda Chartrand

Whereas the purchases of items have not yet been invoiced by the suppliers,
And whereas there is a unbudgeted time frame between the end of one years budget and the
beginning of the next year's budget ;
And whereas funds will be reimbursed through the "One Time Grant" as well as the CAP grant
Therefore **Be It Resolved** that the following items be continued to be paid for until such time the
"One Time Grant" and the CAP grant has been depleted or expired; Circulation Items, Library
Improvements and Signage.

Carried

8. CORRESPONDENCE

Cheryl Gallant – Enabling Accessibility Fund

Laurey Gilles- Municipal Councillors Orientation Brochure

-E-Resources Announcement

-E Resources Announcement- final Core of E-Resources

-E-Resources Announcement – Change in Ebsco Pricing- Tier 2 products

-E-Resources Announcement – Tier 2

Heather Bugden – Career Cruising Newsletter – Nov. 2010-12-06

-Space Available in Career Cruising's fall training webinars
Melinda Reith, HCM – Renfrew County Legal Clinic
- Library Board Members
Knowledge Ontario – announces e-resources licensed for 2011 (full list)
Our Ontario – notes form the Field – Issue number 2
Barbara Franchetto -Net Library Survey – review info with board
-Registration for e-resources
- Netlibrary Survey
- Trial access to Tier 1 funded e-resources

Centre for Suicide Prevention

CAP grant -email received by our treasure who responded with the attached.

Signal

9. NEW BUSINESS

Demo of Victor Reader sent by the CNIB was had.

9. REPORTS OF COMMITTEES

JASI- 1800 Items catalogued

Demo re the using the check out log for ephemeral items

Revamping the Resource section of the library

Canada Read- these items are marked with a Red dot

New Dvds are now catalogued

Digitization – Visitor Book for Church in Deux Rivieres has been scanned in.

- Marie Clouthier's obituary will be scanned in also

- Digitization policies re using the scanner and other equipment needs to be developed.

Accessibility – Signage for the library as well as our storage units needs to be determined. CNIB should be able to give us this information.

10. UNFINISHED BUSINESS

Procurement Policy - Meeting has been scheduled for Feb. 28, 2011.

Website – Who will host site?

GICs – Review

Policy, Procedures and planning meeting – (Strategic Plan)-Trustee Council

Booklet, SOLS.

Volunteer needed to Manage DVD Pool – Linda Chartrand has volunteer to look at this.

11. BY-LAWS - none

12. QUESTIONS AND ANSWERS

13. ACTION ITEMS – The following section is new and will list items Library Boards members need to action and/or follow up on.

Marlene Gibson: Ask about OPAC, i.e. why can't we get on at night?

Digitization, ask Jessica about Debbi Grills receiving newsletter.

Debbi Grills: Library sign out sheet to be revamped.

14. ADJOURNMENT

Moved by Debbi Grills Seconded by Betty Condie

BE IT RESOLVED THAT this meeting adjourn at 11:20 a.m., to meet again January
10/2011 at 1:00 p.m. Carried

Chairperson

Secretary/Treasurer