

**HEAD, CLARA AND MARIA PUBLIC LIBRARY**  
A regular meeting of the Head, Clara & Maria Library Board was held on  
Sept 13, 2010, at 9:00 p.m. in the Public Library

**1. ROLL CALL**

**Chair: Marlene Gibson**  
**Member: Betty Condie - Regrets**  
**Member: Linda Chartrand**  
**Member: Dave Foote**  
**Member: Debra Grills**

**2. PECUNIARY INTEREST- None**

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

**Moved by Dave Foote Seconded by D. Grills**

BE IT RESOLVED THAT minutes for August 23, 2010 be accepted as presented.  
Carried

**3. DEPUTATIONS – None**

**4. REPORT OF CEO-**

Letter of support for EODP to C. Gallant, G. Goodyear and Diane McKinnon  
Quill and Quire subscription sent to treasurer for ordering  
Coffee Morning - Sept 24<sup>th</sup> - planning Linda and Debbie to bake, Betty and Gayle to  
host. October and November - On hold re hall renovations  
Website – no progress  
Had to links off our website checked and sent in to Ruth for correction

**5. REPORT OF CHAIR-**

**Facebook – this project will require maintenance once Nancy leaves and Debbi Grills has  
volunteered to monitor it on a trial basis.**  
**Goodnight Moon was purchased for our, Welcome new babies program. Book plates are  
being made by Gayle Watters.**

**6. FINANCIAL REPORTS**

**Cheque Log**

**Moved by D. Grills Seconded by Dave Foote**

BE IT RESOLVED THAT the Cheque Log dated 8/18/2010 to 9/10/2010 be accepted as  
presented. Carried

**Comparative Income statement**

**Moved by D. Grills Seconded by Linda Chartrand**

BE IT RESOLVED THAT the Comparative Income Statement dated to 09/10/2010 be  
accepted as presented. Carried

**7. CORRESPONDENCE**

**Signal for September 8 2010-Info only**  
**Lynda Dowdle – DVD Pool – info only**  
**Tech Soup – Account changes- info only**  
**Gwen Wheeler - Ancestry Library training for Fall – send to Board**  
**Our Ontario – Our Ontario Toolkit News – Info only**  
**Barbara Franchetto – Overdrive Content Reserve Changes – send to M. Gibson**  
**Laurey Gillies – Proposed Integrated Accessiblitiy Regulation- Info only**  
**Knowledge Ontario – Knowledge Ontario releases the eResources portal – Info only**  
**Playaway – Playaway Library News – Info only**  
**Barbara Franchetto – Gale upgrades Student Resource Centre: Canadian Edition – Info only**

**8. NEW BUSINESS**

**9. REPORTS OF COMMITTEES**

JASI – 1200 items have be catalogued on the new system  
Placing an item on hold is not working as it should but is being checked out by our Jasi techs.  
Resource mate subscription needs verifying as to the date it runs out.  
Sols Pool for DVD need to be catalogued but the method requires input from Katherine Slimman

**Digitization –**

D. Grills, P. Charron and M. Gibson are working hard to learn the Digitization project. We do need to check to see who will over see this project once Nancy leaves.

**10. UNFINISHED BUSINESS**

Public Computer – Issue resolved  
Procurement Policy - requires further review to include occasions when staff is away and to allow for purchases to be made once budgeted for.  
Website – need to complete a list of examples of sites we like the feature of.  
GICs – Review  
ACCESSIBILITY – A lot of discussion about the librarian’s desk and the accessibility part of it was had. It was decided to order a desk from Brodart to be incorporated into the Librarian’s desk to meet AODA needs.  
Policy, Procedures and planning meeting – (Strategic Plan)  
\$17000 Credit and associated ventures.

**11. BY-LAWS - none**

**12. QUESTIONS AND ANSWERS**

What is our bandwidth?

**13. ADJOURNMENT**

**Moved by Dave Foote                      Seconded by D. Grills**

BE IT RESOLVED THAT this meeting adjourn at 11:25 a.m., to meet again October 18/2010 at 9:00 a.m.                      Carried

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary/Treasurer