

HEAD, CLARA AND MARIA PUBLIC LIBRARY
A regular meeting of the Head, Clara & Maria Library Board was held on
January 10, 2011 at 1:00 p.m. in the Library

1. ROLL CALL

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

2. PECUNIARY INTEREST- None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Betty Condie Seconded by Debbi Grills

BE IT RESOLVED THAT minutes for December 14, 2010 be accepted as amended.
Carried

4. DEPUTATIONS – None

5. REPORT OF CEO –

-ValuMart sign updated to reflects total of 620.00 since onset.
-Coffee Mornings contacted Richard Owen of County Legal and it was decided to work with every 3rd Friday morning at this time.
-Baby books have been delivered to Joseph Jr. Turchyn, Alyssa Morin and Terri Lee Gutzman
-Website pages have been typed and sent to Mel Thiel for proofing. Minutes and agenda will be sent up shortly. Concerns for visually impaired will be addressed with Jeff Laiten. Our scheduled complete date is March 7 2011. The Board need to address/ review user fees prior to inserting info into web site. Sample of page of website was well received.

6. REPORT OF CHAIR-

PlayAway – as a policy needs to be drafted, it was decided we could amend the Laptop policy to reflect our needs to secure the loan of Playaway units.
Form for laptops – our sign-out sheet needs to be printed and made available for use.
Laptop Lending forms need to be printed – Gayle Watters will do this
Digitization system needs some clean up done – Debbi Grills will do this
Trustee manual – review is needed to up-date current manuals – M. Gibson and G. Watters

7. FINANCIAL REPORTS

Cheque Log

Moved by Dave Foote Seconded by Debbi Grills

BE IT RESOLVED THAT the Cheque Log covering the period of 11/30/2010-12/31/2010 be accepted as presented. *Carried*

Comparative Income statement

Moved by Dave Foote Seconded by Debbi Grills

BE IT RESOLVED THAT the Comparative Income Statement Report covering the period of 01/01/2010-12/31/2010 be accepted as presented. *Carried*

8. CORRESPONDENCE

Chris Day – Wellness Clinic Program – our coffee mornings.
OLS-N – User and Circ. Stats.- Reprint for file
Head, Clara & Maria – re our letter of Jan. 29. 2010- Gayle to follow-up with Townships Clerk.
SOLS – cheque info.- Info only
SOLS-Training Bulletin.- Info only
Barbara Franchetto-New Overdrive Apps for iPhone- forward to D. Grills
Rosanne Renzenti- Maintenance Advisory- Info only

Gwen Wheeler- Library Webinars of Possible Interest – forward to Board members
Gurpreet Purewal- Tumblebooks welcome. - Info only
Barbara Franchetto- EDBSCO host updates- Info only
Brandon Wright – SOLS- Pebble Go Access- Gayle to follow up.
Louise Siobodian – Reminder: Consultation Knowledge Ontario- Info only
Connie Le: Tumble talking books Desktop Icon (3 emails) Gayle to action

9. NEW BUSINESS

Demo of Victor Reader sent by the CNIB was had.

9. REPORTS OF COMMITTEES

JASI- DVD list and the update is to be done as well as the instructions booklet. – Marlene Gibson
-Still to be loaded are the Playaway and DVD pools as well as periodicals and books not on *Smartport*.

Digitization –No report

Accessibility – Signage and labelling still needs some research and investigation.

10. UNFINISHED BUSINESS

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

Website –

GICs – Review

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

Trustee Council Booklet, SOLS.

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.

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 February 14/2011 at 1:00 p.m. Carried

Chairperson

Secretary/Treasurer