

Bracebridge Public Library Board Meeting
Tuesday, June 14, 2016 at 7 p.m.
MINUTES

Present: A. Freer (Chair), T. Barker, T. Henderson, L. Jacob, M. Mayes-Stewart, C.A. Robinson, P. Schofield, B. Taylor, C. Wilson, and C. Rodney (CEO)

Regrets: None

1. Call to Order by the Chair:

The meeting was called to order at 7:00 p.m.

2. Approval of the Agenda:

Motion: To accept the agenda as amended for June 14, 2016

Moved by: L. Jacob, seconded by M. Mayes-Stewart. CARRIED

3. Delegation/guests:

4. Approval of the Minutes of the previous meeting:

Motion: To accept the amended minutes of Tuesday May 10, 2016

Moved by: T. Henderson, seconded by B. Taylor. CARRIED

5. Business Arising:

5.1 Staff Appreciation Dinner Committee: Everyone has been emailed what they are to bring. The dinner will be held at C.A. Robinson's house (Brobst Forest – 1st house on right). Board members should be there for 6:00pm.

6. Correspondence: None

7. Ad hoc/Standing Committee Reports:

7.1 Friends of the Library: The Friends Annual Strawberry Social is this Saturday from 2-4:00pm at the St. Anglican Church (side door), cost is \$10 per/adult and \$5 per/child. Any Board members available should try and attend. They are also selling their recently compiled cookbook for \$10 each.

7.2 Policy Committee – Facility Use #1 – Standard of Acceptable

Behaviour: This policy is intended to provide staff with the guidelines and authority to deal with behaviour issues in the Library.

Motion: To accept the Standard of Acceptable Behaviour policy under Facilities Use #1, as amended

Moved by: P. Schofield, seconded by C.A. Robinson. CARRIED

8. CEO Report: The CEO Report was sent out to all Board members. We were slower in terms of activity for May however this allows staff time to get things caught up. Our presentation to council of the Annual Report was a positive experience.

9. Financial Report:

9.1 Budget Variance report for April 2016 distributed:

This report is not a quarterly report, therefore no motion is required. Our numbers are where they should be. The invoice for the leak repairs came in during the first week of June, so it is not included in the report yet.

10. New Business:

10.1 Incident in the library

We recently had a situation where a young fellow exposed himself in the stacks to a 71 year old woman. He immediately left the building as soon as

the patron proclaimed what he had done. Staff recognized him. The police were called. Once his identity was confirmed, a trespass notice was issued so that this patron is banned from using the library. It was suggested by the police that we look into a security camera. C. Rodney has done some investigating and found that most systems would be in the \$2000.00 range. This is something we should consider in the next budget. We have been fortunate up to this point that we don't have that many issues considering we are a public building.

10.2 Staff development

We need to continue to increase the staff development line in the budget so that we can send staff on more training sessions. An example of this is that C. Goulding was not able to attend the Child & Youth expo in North York last year and would like to go this year since it is going to be in London. Unfortunately we do not have enough money in the budget for this to happen. It was decided by the Board that she should go regardless.

Motion: That we should go over-budget under Training/Conferences to enable attendance at the Child & Youth Expo by C. Goulding.

Moved by: C.A. Robinson, seconded by M. Mayes-Stewart. CARRIED

10.3 Library Board Development Kit Chapter 10 – P. Schofield

- The board is a link between the library and the community and council
- It is important to engage the community
- We must provide services that reflect the needs of the community
- We should have surveys, community meetings, listen to the community
- We need good communication – encourage the public to be involved
- Patrons and non-patrons need to know how to contact board members (possibly have one meeting a year for community members to attend)
- We must get out there and be involved in the community – be seen as contributors
- Know the community leaders
- Think outside the box
- We are more than books
- Think of ways to make us indispensable
- If people feel they have ownership over something they are more likely to help
- Networking
- Do our homework on the community
- Use information the Town has rather than reinvent the wheel

Board members should remind people to check the Library website for the latest events and services. Take opportunities to promote the Library. Be aware of what we offer.

11. Date of Next Meeting: Tuesday, September 13, 2016, 7 p.m.

12. Adjournment declared by the Chair: 8:00 pm.