

6. Delegations: None

7. Finance, Administration & Legal

a)CEO Report

Honey Harbour-Circulation for April was 692. There were 7 class visits with 119 children. The book club started in May and will run to October.

MacTier-The April circulation was 332. There were 4 class visits with 70 children. The garden was weeded, the plants were cut back and wood chips were spread by the Township staff. Eight perennial plants died over the winter so the Board agreed to plant hostas donated by Susan and Diane.

Port Severn-The circulation for April was 218 with 99 people visiting the library. The new printer/copier purchased by the Township for \$4,000.00 has been installed in the Community Services Building. Library staff will be trained to use this unit. Customers can print from their devices to this printer. Barbara spoke with Jeff about the library's contribution for this purchase. The best option would be to pay the Township whatever revenue is collected from the public use of this printer. The Board discussed this issue.

Overview-The Overdrive downloads totalled 393 and Zinio e-magazines were 37.

Summer hours will commence on Tuesday, May 31st in all locations.

The library has received the Canada Student Job Grant which will pay one half of the minimum wage for an eight week period. Four resumes have been received and Barbara will be interviewing in the next two weeks.

The mobile print service has been advertised for Honey Harbour and MacTier.

A staff meeting was held on Monday, April 25th at the MacTier Library. Staff discussed the Summer Reading Club; Interloan procedures; Work Flows; Grants; Fundraising; MobilePrint; databases; social media advertising and programming ideas.

Laurie Kennard, Township CAO contacted Barbara regarding some discussion that is happening at Council in regard to Bressette House. Muskoka Tourism, currently in Bressette House is moving to a location at the Petro Canada corner. Council suggested that Bressette House might be a good location for the Port Severn Library and they are having an architect look at this site to determine what changes would have to be made and the cost.

Lorna Cramp, Jen McCron and Linda Williams had their yearly evaluations. Carol McCron, courier had her contract renewed for a 1 year term.

The Muskoka Pay It Forward grant application was submitted for an adjustable computer table in Honey Harbour.

b)Budget-The cheque register and trial balance was perused by the Board. Jeff Lees, Director of Finance has resigned at the end of May to be the new CAO in Penetanguishene. Laurie Kennard, Township CAO will present the 2015 financial statements at the June Board meeting.

c)Committees

i.) Public Relations-The Annual Report is being sent out this week. Barbara showed the Board the ad in the Honey Harbour Hoots.

ii) Friends of MacTier Library-The community room in the MacTier Library was painted. The Friends paid for the painter and the library purchased the paint.

d)Strategic Plan 2013-2016-

i)Accessible Public Service Committee-Nothing to report at this time.

ii)Port Severn Committee-Nothing to report.

iii)Sustainability/Funding/Grants-The DVD fundraising marketing materials have been posted and advertised.

e)Strategic Plan 2017-2020-It was suggested that when working through the Strategic Plan, the Board may want to consider having a slogan.

f)Council Rep Report: Kathy updated the Board on Council news.

g)Capacity Building Grant-The final report was submitted and accepted. The last grant funding will be announced in June.

- h)CEO Succession Planning-A meeting will be planned in June.
- i)Ontario Seniors Community Grant 2016-17-This grant was not successful. Barbara will contact them to find out the reason.
- j)Sarah Badgley Literacy Fund Grant-Letter of Intent-This grant was not successful.
- k)Canada Post Children's Grant-Nothing to report.
- l)SEGBAY Chamber After 5 Meet & Greet-Board members suggested a fall meet and greet.

7. New or Other Business:

- i)Policy Review a)Board Advocacy b)Children's & Teens Services c)Code of Conduct
- d)Community Information e)HR-023-2016 CEO Performance Evaluation

Motion 16:31

To accept the following policies as presented:

- 1)Board Advocacy Policy-deferred
- 2)Children's and Teens Services
- 3)Code of Conduct
- 4)Community Information
- 5)HR-2016-CEO Performance Evaluation-deferred

Moved by Linda Shannon

Seconded by Diane Waters

Carried

ii)Educana Media: Diane met the CEO and he will be sending some books for the library or the book sale.

8. Closed Session:

9. Adjournment: The next meeting will be on Thursday, June 16, 2016 at 7 p.m. in the Honey Harbour Public Library.

Motion 16:32


To adjourn the regular meeting of May 26th, 2016 at 7:50 p.m.

Moved by Linda Shannon

Seconded by Diane Waters

Carried


Chair

As Approved: 


Vice-Chair

As Amended: _____

June 16/2016
Date:

Motion # 16: 35