

The Terrace Bay Public Library held its regular board meeting on Tuesday, December 14th , 2010 at 5:30 pm at 29 Lakeview Drive, Terrace Bay, ON.

Present: Chair- Irene Moore, Vice Chair -Chris Stewart, Director -Connie Bryson and CEO Mary Deschatelets

Regrets : Director Madge Pirie and Council Rep Gino Leblanc
Meeting called to order @ 5:50 pm

Declaration of Interest: none

Agenda: Moved by Chris Stewart and seconded by Connie Bryson that “the agenda be approved.

CARRIED 10-71

Chair’s report: Chair Moore thanked the CEO and board for nominating her for the OPLA James Bain Medallion for Ontario Public Library Trustee of the Year 2010.

For approval:

Minutes: Draft minutes of the November 30th , 2010 meeting were reviewed.

Moved by Connie Bryson and seconded by Chris Stewart that “the minutes of the November 30th , 2010 meeting be approved as presented.”

CARRIED 10-72

Treasurer’s report:

Financial Disbursements:

Moved by Chris Stewart and seconded by Connie Bryson that “the Terrace Bay Public Library Board approves the financial disbursements for November 2010.”

CARRIED 10-73

For Discussion:

Budget 2011:

The CEO reported that she has the 2011 budget draft prepared but is waiting for wage and benefit figures from the town treasurer. When these figures

become available, the CEO will finish preparing the budget and email it to the board for their approval before submitting to the treasurer.

OLA Award: Congratulations were extended to Irene Moore for winning the OPLA James Bain Medallion for Ontario Public Library Trustee of the Year 2010. She will travel to Toronto in February 2011 to attend the OLA conference and to accept her award.

Moved by Connie Bryson and seconded by Chris Stewart that “the Terrace Bay Public Library Board approves the attendance of Board Chair Moore at the OLA 2011 library conference in Toronto on February 205th. Expenses to be subsidized by the library.”

CARRIED 10- 74

For Information:

Moved by Chris Stewart and seconded by Connie Bryson that “ the Terrace Bay Public Library Board receives items 11 – 13 on the agenda.”

CARRIED 10 -75

CEO's Report for December 2010

Statistics for November 2010

Total Circulation: 299 computer uses & 1,131 materials checked out

Persons visiting the library: 1,783

Inter Library Loans: 51 Received 28 loaned

Knowledge Ontario: 54 sessions

Hits to our website: 1,963

Pools: 20 LP received and 20 LP returned

CNIB : NA

Language: NA

Revenues for November 2010

Total Revenue for November \$ 315.75

Material donations added to our collection: NA

The new shelving arrived on Nov. 8, library staff and maintenance worked together to get the old ones taken down and the new ones installed. The old shelving has been installed in the archives room.

Rock Band is being held twice weekly. Volunteer Brett Lee Jones runs the program after school. She held 6 sessions in November. Average attendance is 4 or 5 kids.

Karen McKinnon attended an Ancestry database webinar through the library. She has signed up for 2 more. We will be hosting genealogy workshops beginning in January 2011. Karen will be able to assist people wanting to use the database. We also hope to form a historical society for Terrace Bay.

The library was closed November 11th for Remembrance Day.

The library conducted its annual typical week survey that is mandated by the Ministry of Culture from November 15th to the 19th.

Justina has registered for the winter session of Excel. She is taking 2 courses and if she completes them successfully, she will graduate from the library program in the spring of 2011.

I attended a webinar on the new JASI web reporter.

New Business

Library Operating Hours 2011

Moved by Connie Bryson and seconded by Chris Stewart that “ the Terrace Bay Public Library Board approves the 2011 library operating hours as presented by the CEO.”

CARRIED 10- 76

Superior North Entertainment Series donation

The CEO reported to the library board that the defunct entertainment series committee donated the proceeds from their bank account in the amount of \$3,400.00 to the library for children’s special programming and or cultural events. The CEO has advised the town treasurer that the library would expect this amount to be placed in a reserve account and transferred over to 2011. A thank you letter will be sent to the committee.

OVERDRIVE Advantage 2.0 program

Discussion was held regarding the purchase of the Advantage 2.0 program from OVERDRIVE for the library from the remaining library credits with SOLS.

Moved by Chris Stewart and seconded by Connie Bryson that “ the Terrace Bay Public Library Board approves the purchase of the OVERDRIVE Advantage 2.0 program in the amount of \$2,000.00. To be reimbursed through the SOLS library credits program”

CARRIED 10-77

Meeting Room Furniture

CEO reported that the board tables and chairs that town council donated for the library meeting room arrived. They are very appropriate for the room and library board and staff appreciate council’s generosity. A thank you letter will be sent.

In Camera

Moved by Connie Bryson and seconded by Chris Stewart that “ the board proceed in camera in order to address a matter pertaining to personal matters about an identifiable individual, including municipal local board employees.”

CARRIED 10-78

Moved by Chris Stewart and seconded by Connie Bryson that the board move out of the in-camera session.”

CARRIED 10-79

In camera session was held for the CEOs performance evaluation.

Moved by Connie Bryson and seconded by Chris Stewart that “the Terrace Bay Public Library Board approves moving the CEO to position 4 on the Township’s manager’s pay grid at a salary of \$50,232.00 per annum or \$32.20 per hour for 1,560 hours of work, effective January 1, 2011.”

CARRIED 10 -80

Next Meeting

The next regular board meeting will be held on Tuesday, January 11th, 2011 at 5:30pm in the library.

Adjournment

Meeting adjourned at 7:25 pm

Chairperson _____

Secretary _____