

The Terrace Bay Public Library held its regular board meeting on Tuesday December 15th, 2009 at 5:30pm @ 32 Southridge Cres., Terrace Bay, ON

Present: Chair- Irene Moore, Directors Connie Bryson & Chris Stewart
Council rep Gino Leblanc and CEO – Mary Deschatelets

Meeting called to order @ 5:50 pm

Declarations of Interest: none

Agenda: Moved by Chris Stewart and seconded by Gino Leblanc that “the amended agenda be approved”

CARRIED 09-86

Minutes: Minutes of the November 12th, 2009 meeting were reviewed. Moved by Connie Bryson and seconded by Chris Stewart that “the minutes of the November 12th, 2009 meeting be accepted.”

CARRIED 09- 87

Business arising from the minutes:

2010 draft budget – CEO informed the board that she was contacted by the treasurer that day requesting the library’s 2010 draft budget. CEO explained to the treasurer and the board that she was waiting to hear back from town CAO regarding several issues surrounding the budget that were discussed at a meeting with the library CEO, himself and council rep Leblanc. Council rep Leblanc felt that these issues had been resolved and that the CAO would be in touch soon regarding these issues.

The CEO gave the board an update on the Cultural Centre Project. A tender for the renovation has been awarded and the project should get under way in January 2010. Move in date is set for late July. The board reviewed and was pleased with the look of the interior design package for the library.

Other:

Board Chair Moore filled the board in on a special library session hosted by Federation of Ontario Public Libraries that was held at the parliament buildings for MPPs. Moore made up a postcard with the library's contact information and attached them to 10 of our book bags and sent them down to the event. Minister of Culture Aileen Carroll was in attendance and received one of our library bags.

Planning and Board Orientation

Board Chair Moore gave the board a summary of individual goals for the coming year, set by each board member. She also gave each board member a library assessment exercise to complete for the next meeting.

In-Camera

Moved by Connie Bryson and seconded by Gino Leblanc 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 09-95

Moved by Gino Leblanc and seconded by Chris Stewart that "the board move out of the in-camera session"

CARRIED 09- 96

In camera discussion concerned the Library board CEO's annual performance review.

Having moved out of in camera session the regular meeting resumed.

Moved by Gino Leblanc and seconded by Chris Stewart that "the board approves a salary increase for the CEO to grid position 3 at \$48,235.20 per annum of \$30.92 hourly rate effective January 1, 2010".

CARRIED 09-97**McNaughton**

Moved by Chris Stewart and seconded by Gino Leblanc that "the Terrace Bay Public Library board approve the renewal of the McNaughton Book leasing agreement for 2010 in the amount of \$2,727.90"

CARRIED 09-88

EBSCO

Moved by Gino Leblanc and seconded by Connie Bryson that “the Terrace Bay Public Library board approve the renewal of the EBSCO periodical subscriptions agreement in the amount of \$1115.30”.

CARRIED 09-89

Library Logo

Discussion was held regarding the library’s current logo. The general consensus was that it was getting outdated and that we should explore ideas for a new one. Moving to our new library will require the library to have new letterhead made. Library book bag inventory is getting low and more will need to be ordered. Both of these situations create the opportunity for a new library logo. Some ideas were discussed and the CEO will contact OLS-North graphic designer Dana Potter for assistance and will bring back some suggestions to the board.

Knowledge Ontario – Action plan for support

Moved by Connie Bryson and seconded by Chris Stewart that “the Terrace Bay Public Library Board values the programs delivered by Knowledge Ontario and that they support Knowledge Ontario’s request for sustainable funding from the provincial government and will send a letter to the Minister of Culture emphasizing these points”.

CARRIED 09-90

Correspondence - Information Items

Moved by Connie Bryson and seconded by Gino Leblanc that “the Terrace Bay Public Library Board accept the correspondence package for November 2009”.

CARRIED 09-91

Correspondence – Action Item

Moved by Chris Stewart and seconded by Gino Leblanc that “the Terrace Bay Public Library board renew their membership with the Federation of Ontario Public Libraries for 2010 in the amount of \$50.00”.

Carried 09-92

Financial Report December 2009

There were no financial reports received from the Township for the month of December.

CEO Report – December 2009

Moved by Gino Leblanc and seconded by Chris Stewart that “the Terrace Bay Public Library Board accepts the CEO report for December 2009”.

CARRIED 09-94

CEO report for December 2009

Statistics for November 2009

Total circulation: 1173 materials checked out and 308 computer uses

Persons entering the library: 1536

Inter Library Loans: 37 received and 22 loaned

Knowledge Ontario: 106 uses

Hits to our website: 1839

Pools: 16 Large Print Books and 15 DVDs exchanged

CNIB: NA

Winner of the monthly draw: Ariane Falzetta

Total Revenues for November 2009 - \$247.00

Donations added to the collection – 25

Programming – Lunch Bunch reading Group, X-Box 360 gaming is currently running successfully. Holiday programming is being set up for December. It will include crafts and puppet shows for children.

Ontario Early Years parents and children attend the library each Wednesday for programming.

2 Cap Youth workers continue to provide the library and its patrons with computer assistance.

Attended a meeting with township CAO and council rep Gino Leblanc to discuss some items in the new library that will affect our budget. CAO to get back to me on these items.

Staff successfully completed fire extinguisher training through the township’s Health and Safety Committee.

One week sample survey as required by the Ministry of Culture was completed.

2008 Audited financial statement was submitted to the Ministry of Culture in order to receive our per capita grant money.

Assisted Jayne Santerre with some preparations for the Birchwood Terrace staff reunion. The library donated 2 copies of the Birchwood History book and the Terrace Bay History book for door prizes at the event.

New Katimavik volunteers have arrived in Terrace Bay and Susan Plant is volunteering at the library.

Outdoor seasonal display was completed.

Christmas staff lunch organized for Dec.

The next meeting of the Terrace Bay Public Library Board will be held at 5:30 pm on Tuesday January 12th, 2010 at the library.

Meeting adjourned @ 7:18 pm

Chairperson _____

Secretary _____