

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development and enrichment for the community.

(DRAFT)

Minutes of a Meeting of the Township of Douro-Dummer Public Library Board held on January 9th, 2018 at the Douro-Dummer Public Library.

Present: Edna Latone, Michael Moore, Georgia Gale Kidd, Darla Milne,
Sharon McKeiver, Heather Watson, Darlene Heffernan, Ray Johnston

Regrets: Marc Trudeau

Recording Secretary: Edna Latone

- 1) The Chair called the meeting to order at 3:05pm

Resolution Number 2017-90

Moved By: Heather Watson

Seconded By: Ray Johnston

To receive and approve the November minutes.

Carried

Resolution Number 2017-90

Moved By: Ray Johnston

Seconded By: Sharon McKeiver

To receive and approve as amended the December minutes.

Carried

- 2) Financial Report – Financial and Budget as presented by Darlene.

Resolution Number 2017-90

Moved By: Sharon McKeiver

Seconded By: Heather Watson

To get 3 quotes for both Propane and Oil furnace and ductwork.

Carried

Notes: ductwork needs to be done

Resolution Number 2017-90

Moved By: Heather Watson

Seconded By: Michael Moore

To approve the Library budget as amended.

Carried

Technology Funding Report

Resolution Number 2017-90

Moved By: Ray Johnston

Seconded By: Darla Milne

To accept the recommendations with the addition of using \$549 for marketing.

Carried

Service Ontario

Resolution Number 2017-90

Moved By: Heather Watson

Seconded By: Darla Milne

To purchase the items listed.

Carried

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Statutory Holidays

Resolution Number 2017-90

Moved By: Heather Watson

Seconded By: Michael Moore

That we stay open on all Sundays.

Carried

Resolution Number 2017-90

Moved By: Ray Johnston

Seconded By: Darlene Heffernan

That Darlene and Edna work on a policy on Statutory Holiday.

Carried

Darlene left at 4:35

3) Business arising from minutes

i) Committee Reports

Outreach and Media- Art Gallery – Anne Garron to show in January and February, Jan 12th Opening, May and June, Countryside Artists will be showing.

Outreach and Media- School visits - Michael to contact the Warsaw school.

Outreach and Media- Friends of the Library- Stephanie Bolton to come and speak on Jan 20th re Yoga, Family Day team up with Knights of Columbus for a family day skate this will include games, book sale, hot dogs and drinks, Food Drive.

Resolution Number 2017-90

Moved By: Darla Milne

Seconded By: Michael Moore

To accept the committee reports.

Carried

ii) Technology Funding Report- **see above**

iii) Ray Johnston – Liquor License for Library Events – need to apply a month beforehand. \$25 for a special occasion at the library but the township coverage will cover any events on

iv) Report to Board on Liability for internet use – deferred

v) Response to council

Resolution Number 2017-91

Moved By: Sharon McKeiver

Seconded By: Heather Watson

To accept the letter to council as presented with the suggested amendments.

Carried

vi) Library renovations and furnace replacement discussion- see above

vii) Food For Fines in February Information

Resolution Number 2017-91

Moved By: Heather Watson

Seconded By: Michael Moore

The launch the Fresh Food Box program with the YWCA provided that we have volunteer resources to support the ongoing program.

Carried

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viii) Hiring process for Assistant- Committee to be comprised of Anne Landry, Edna Latone, Sharon McKeiver, and Michael Moore

4) Librarian Report

i) CEO Report – Discussion regarding statistics

Edna to look at all student funding in 2018 and report in February.

Resolution Number 2017-98

Moved By: Heather Watson

Seconded By: Michael Moore

To receive the CEO report.

Carried

5) New Business

i) Statutory holidays - above

ii) Service Ontario- above

6) Correspondence- none

i. Hiring Process for Assistant-

Committee to be comprised of Anne, Edna, Sharon, Michael

7) Closed Session - None

8) Adjournment

Resolution Number 2017-100

Moved By: Michael Moore

Seconded By: Ray Johnston

Motion to adjourn at 5:26

Carried

Georgia Gale-Kidd

Board Chair

Edna Latone

Secretary