

**Prescott Public Library  
Library Board Meeting  
December 17, 2019  
At the Prescott Library  
6:00 P.M.**

**ATTENDEES:**

Joe Muise/Chair  
Darien Watson/Vice-Chair  
Jean Burton-Fox/Treasurer  
Mavis Jale/Secretary  
Karen Hume  
Elaine McCurdie  
Jane McGuire/Chief Librarian/CEO  
Lee McConnell/Council Rep

**CALL TO ORDER:**

Meeting called to order at 5:55pm.

**DECLARATION OF A CONFLICT OF INTEREST:**

There was no conflict of interest from any of the board members.

**RESPECT & ACKNOWLEDGE DECLARATION:**

“We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunega (St. Lawrence Iroquois), Huron-Wendat, Onida, Anishaabe, and Mohawk People”.

**APPROVAL OF BOARD MEETING AGENDA:**

It was moved by Karen Hume and seconded by Jean Burton-Fox to approve the agenda of the meeting of December 17, 2019.

Motion Carried

**APPROVAL OF PREVIOUS MEETING MINUTES OF November 19, 2019**

It was moved by Karen Hume and seconded by Jean Burton-Fox to approve the minutes of the previous meeting of November 19, 2019.

Motion Carried

**BUSINESS ARISING FROM THE MINUTES of November 19, 2019**

Board members received literature from Peggy Malcolm (SOLS Rep.) which will aid in our Strategic Plan review. The Plan will be discussed in January.

**NEW BUSINESS:**

The budget for 2020 was presented by Jane McGuire, Chief Librarian and Jean Burton-Fox, Treasurer. It was moved by Jean Burton-Fox and seconded by Darien Watson to approve the budget.

Motion Carried

**CORRESPONDENCE/COMMUNICATIONS:**

1. A letter of resignation was submitted from employee Roberta Beek.
2. Contract for a RICOH Printer/Photocopier/Scanner/Fax is signed.
3. Received notice of two changes to the Public Libraries Act.

**TREASURER'S REPORT:**

Invoices #118 to #128 in the amount of \$1,374.89 were paid.

**CHIEF EXECUTIVE OFFICER'S REPORT:**

- **Displays:**  
In the display case and on walls of the circulation area is a display by the Rug Hooking Ladies.
- **Preschool Storytime:**  
The new session will start January 3, 2020 and run until February 14, 2020. The students don't go back to school until January 6, this is a good opportunity to do storytime with them.
- **Photocopier/Printer/Scanner/Fax:**  
Our current machine is old so the service contract was not renewed. Received quotes for a new one and chose the RICOH. Before the new one arrived the old one broke. A printer/copier was purchased from Playit Star while waiting for the new one to come in. For faxing we are sending people to Playit Star. Mathew Armstrong and I signed the RICOH contract together.

**ANY OTHER BUSINESS:**

Federation of Public Libraries (FOPL) Meeting is coming up in January.

**NEXT MEETING**

January 21, 2020 at 6pm.

Karen is bringing quiche and salad, Elaine is bringing buns and Jean is bringing dessert. Anything else is icing on the cake.

**ADJOURNMENT:**

Motion to adjourn by Karen Hume and seconded by Jean Burton-Fox to close the meeting at 6:45pm.

Motion Carried