

**MINUTES OF THE PRESCOTT PUBLIC
LIBRARY BOARD MEETING
HELD ON JUNE 19th, 2018
AT THE PRESCOTT PUBLIC LIBRARY**

ATTENDEES:

Joe Muise/Chair
Virginia Leonard/Vice Chair
Jean Burton-Fox/Treasurer
Dianne Gauthier/Secretary
Lee McConnell/Council Member
Jane McGuire/Chief Librarian/CEO
Nancy Brunton
Darien Watson

REGRETS:

Frances Gagnon

CALL TO ORDER:

The Chair Joe Muise called the meeting to order at 5:56 p.m.

RESPECT AND ACKNOWLEDGEMENT DECLARATION:

The Chair read the following statement as outlined in the Truth & Reconciliation Commission Report.
"We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee (St Lawrence Iroquois), Huron-Wendat, Oneida, Anishinaabe, and Mohawk People."

DECLARATION OF CONFLICT OF INTEREST:

There was no conflict of interest from any of the Board Members.

APPROVAL OF AGENDA:

The Chair Joe Muise drew attention to the Agenda and requested if there were additions or changes to be made to the document as presented. It was **AGREED** to add the following under "New Business"

- Alzheimer Society of Lanark Leeds Grenville
- Auditor's Request

As there were no further additions/changes, **it was MOVED by Jean Burton Fox and SECONDED by Darien Watson that the Agenda be approved as presented.**

MOTION CARRIED

PREVIOUS MEETING MINUTES OF MAY 15th, 2018:

The Chair requested if there were any changes to be made to the Previous Meeting Minutes of May 15th, 2018. As there were no changes to be made, **it was MOVED by Jean Burton-Fox and SECONDED by Darien Watson to approve the minutes as previously submitted.**

MOTION CARRIED

BUSINESS ARISING FROM THE PREVIOUS MINUTES OF MAY 15th, 2018:

There was no business arising from the May 15th, 2018 meeting minutes.

NEW BUSINESS:

ALZHEIMER SOCIETY OF LANARK LEEDS GRENVILLE

Jane McGuire advised the Members that the Alzheimer Society of Lanark Leeds Grenville will be displaying an art exhibit – "In My Mind's Eye". They plan a grand opening on October 2nd from 5:00 p.m. to 7:00 p.m. and the exhibit will be showcased the whole month of October.

AUDITOR'S REQUEST:

Joe Muise/Chair spoke on the request from the Auditor regarding "Risks – someone absconding with Library money".

The Chair reassured the Auditor that the following three guidelines are in place to help prevent this risk:

- . the bank balance is always low
- . dual signature is required for all transactions
- . all expenses require a Board motion (monthly)

CORRESPONDENCE:

There was no correspondence to address.

TREASURER'S REPORT:

Jean Burton-Fox spoke on the bank account, income and expense statement and the receivables. Jane McGuire continues to investigate the Cogeco monthly billing for the static router at \$19.95 + tax however has had no luck from Cogeco providing an answer to this new charge.

For the May/June period (item #69 to #84- \$2,358.19, **it was MOVED by Dianne Gauthier and SECONDED by Nancy Brunton to pay the bills as presented.**

MOTION CARRIED.

CHIEF EXECUTIVE OFFICER'S REPORT:

Jane McGuire highlighted the following in her report:

- . Displays
- . TD Summer Reading Programs at the Library
- . Community Outreach
- . Library Holidays
- . Staff Holidays

FRIENDS OF THE LIBRARY:

Jane McGuire spoke on the Friends of the Library hard cover "Memories of Prescott" book launch. It is scheduled to take place on *Saturday June 23rd, 10:30 am at the Library.*

Everyone is welcome.

ANY OTHER BUSINESS:

There was no other business at this time.

DATE AND TIME OF NEXT MEETING:

The Library Board Members will meet next on September 25th, 2018.

ADJOURNMENT:

It was MOVED by Virginia Leonard and SECONDED by Lee McConnell to close the meeting at 6:35 pm

MOTION CARRIED

**Respectfully Submitted
Dianne Gauthier/Secretary**