

**MINUTES OF THE PRESCOTT PUBLIC
LIBRARY BOARD MEETING
HELD ON APRIL 24th, 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 6:00 p.m.

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.

As there were no other 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 MARCH 20th, 2018:

The Chair requested if there were any changes to be made to the Previous Meeting Minutes of March 20th, 2018. As there were no changes to be made, **it was MOVED by Virginia Leonard and SECONDED by Nancy Brunton to approve the minutes as previously submitted.**

MOTION CARRIED

BUSINESS ARISING FROM THE PREVIOUS MINUTES OF MARCH 20th, 2018:

ILDS Grant Update Re: invoice from the FoL

Jane McGuire informed the Members that the Friends of the Library submitted an invoice for \$500 as previously requested, therefore the funds were made available to them for the completion of the electronic version of the Memories of Prescott.

NEW BUSINESS:

Jane McGuire went on to say that the FoL were successful in obtaining a \$750 grant from the May Court Club, and that the funds have been donated to the Prescott Public Library, which will be used for the Children's room.

The Library Municipal Elections & Rules & Procedures

Joe Muise/Chair and Jane McGuire/CEO spoke on the document being By-Law No 02-2018 – a by-law to adopt a policy regarding the use of corporate resources for election purposes for the Town of Prescott. It was **AGREED** that the By Law be accepted and adopted by the Prescott Public Library and request the Town of Prescott to include the Library's name in the document.

CORRESPONDENCE :

Jane McGuire spoke on the invitation to Peter green's Celebration of Life which will be held on May 20th, in Ottawa.

TREASURER' S REPORT :

Jean Burton-Fox spoke on the bank account, income and expense statement and the receivables. For the March/April period (item #45 to #62 - \$4,305.94, it was **MOVED** by Dianne Gauthier and **SECONDED** by Darien Watson to pay the bills as presented.
MOTION CARRIED.

CHIEF EXECUTIVE OFFICER' S REPORT :

Jane McGuire highlighted the following in her report:

- . displays
- . Small Libraries of Leeds & Grenville meeting
- . Storytime
- . Victoria Day Weekend
- . Summer Reading Program

ANY OTHER BUSINESS :

Update from SOLS Quarterly Meeting

Joe Muise/Chair gave an update on the SOLS Quarterly meeting focusing on "legacy & Planning for Library Boards", "Recruiting New Public Library Board Members" and "Choosing an Effective Public Library Board". The Chair then polled the Members to find out what their intentions were for the new term coming up in January 2019. Dianne Gauthier and Virginia Leonard have informed the Board that they will not return in 2019. The rest of the Members have indicated their intention to stay on for another 4 year term. A brief discussion took place on recruiting new members. It was **AGREED** that Jane McGuire/CEO will begin to advertise Board vacancies within the Library environment presently by posting a recruiting advert, send out an email notice and post on Library T.V.

DATE AND TIME OF NEXT MEETING :

The Library Board Members will meet next on May 15th, 2018.

ADJOURNMENT :

It was **MOVED** by Joe Muise and **SECONDED** by Virginia Leonard to close the meeting at 7:05 pm
MOTION CARRIED

Respectfully Submitted
Dianne Gauthier/Secretary