

**MINUTES OF THE PRESCOTT PUBLIC  
LIBRARY BOARD MEETING  
HELD ON JANUARY 16th, 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 Nancy Brunton that the Agenda be approved as presented.

**MOTION CARRIED**

**PREVIOUS MEETING MINUTES OF DECEMBER 7th, 2017:**

The Chair requested if there were any changes to be made to the Previous Meeting Minutes of December 7th, 2017.

As there were no changes to be made, it was **MOVED** by Jean Burton-Fox and **SECONDED** by Nancy Brunton to approve the minutes as previously submitted.

**MOTION CARRIED**

**BUSINESS ARISING FROM THE PREVIOUS MINUTES OF December 7th, 2017:**

Lee McConnell/Council Member spoke on the Library/Town Hall sign. He presented a completed photograph of the sign, confirming that the posts were already in the ground and that the actual sign will be installed as soon as possible weather permitting.

**NEW BUSINESS:**

Joe Muise/Chair spoke on the recent passing of Library Board Member Peter Green. It was **AGREED** that the Library will donate a Northern Indigenous Languages book to include a dedication to Peter.

**CORRESPONDENCE :**

There is no correspondence at this time to address.

**TREASURER' S REPORT :**

Jean Burton-Fox and Jane McGuire spoke on the bank account, income and expense statement and the receivables. There were items on the Financial Statement which need to be sorted with Matthew. Jane also spoke on the Salary Grid/Scale, and it was **AGREED**

to leave things status quo until the next review of the Policy Manual.

For the December period (item #134 to #136 - \$85.18) and

for the January period (item #1 to #9 - \$3,386.76) it was **MOVED** by Dianne Gauthier and **SECONDED** by Jean Burton-Fox to pay the bills as presented.

**MOTION CARRIED.**

**CHIEF EXECUTIVE OFFICER' S REPORT :**

Jane McGuire highlighted the following in her report:

- . No movement on the robots project, but scheduled to happen March Break
- . No movement on the wireless extender quotes, it was **AGREED** to seek quotes outside of Prescott
- . display case
- . Preschool Storytime
- . March Break – Girl's Inc. (30 kids)

**FRIENDS OF THE LIBRARY REPORT :**

Dianne Gauthier/Secretary highlighted items from the Minutes of the meeting between the FoL Executive and Library Board Member/Liaison held on December 15<sup>th</sup>, 2017. It was **AGREED** to extend the FoL Executive's time frame to February 2<sup>nd</sup> in providing the Board with quotes on the completion of the electronic version of the Memories of Prescott. These quotes are necessary to make an informed decision on how much money to donate to the FoL for this project. (the money would be taken from the ILDS grant received).

**ANY OTHER BUSINESS :**

There was no other business to discuss.

**DATE AND TIME OF NEXT MEETING :**

The Library Board Members will meet next on February 20<sup>th</sup>, 2018.

**ADJOURNMENT :**

It was **MOVED** by Virginia Leonard and **SECONDED** by Nancy Brunton to close the meeting at 7:09 pm

**MOTION CARRIED**

Respectfully Submitted  
Dianne Gauthier/Secretary