

**MINUTES OF THE PRESCOTT PUBLIC
LIBRARY BOARD MEETING
HELD ON JUNE 20th, 2017
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
Frances Gagnon
Peter Green
Darien Watson

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 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 16th, 2017:

The Chair requested if there were any changes to be made to the Previous Meeting Minutes of May 16th, 2017. As there were no changes to be made, **it was MOVED by Jean Burton-Fox and SECONDED by Peter Green to approve the minutes as previously submitted.**

MOTION CARRIED

BUSINESS ARISING FROM THE PREVIOUS MINUTES OF MAY 16th, 2017:

Signage: The Prescott Library Sign for the front of the Town of Prescott Building at 360 Dibble was discussed at length. The Members **AGREED** on the following:

- . to use SAMPLE #6 with changes
- . to remove the bottom panel of the sign indicating the hours
- . to use the address of 360 or perhaps a book logo at the top of the sign
- . the colors to be consistent with Town of Prescott colors being blue and beige
- . both sides of the sign to be printed
- . to advise the Town of Prescott to go ahead with above changes and obtain a quote
- . to advise the Town of Prescott the Library will be contributing \$500 towards the sign

It was then MOVED by Joe Muise and SECONDED by Jean Burton-Fox to go ahead with the signage as indicated above and that Lee McConnell will be the Board's spokesperson in this joint effort with the Town of Prescott.

NEW BUSINESS:

There was no new business to address at this time.

CORRESPONDENCE:

Jane McGuire confirmed that there was no correspondence to discuss.

TREASURER'S REPORT:

Jean Burton-Fox spoke on the bank account, income and expense statement and the receivables.

For the May/June period (item #75 to #88 - \$1,461.09 **it was MOVED by Jean Burton-Fox and SECONDED by Dianne Gauthier to pay the bills as presented.**

MOTION CARRIED.

Jean Burton-Fox and Jane McGuire then spoke briefly on the Capacity Building Grant. **It was MOVED by Jean Burton-Fox and SECONDED by Virginia Leonard that the Prescott Public Library Board request the Town of Prescott to transfer \$2,500 from Reserve into Revenue 2017 for the Capacity Building Grant.**

CHIEF EXECUTIVE OFFICER'S REPORT:

Jane McGuire highlighted the following in her report:

- . display case
- . T.D. Summer Reading Club 2017
- . Storytime at the Prescott Public Library
- . Community Outreach
- . Library Holidays
- . Staff Holidays

FRIENDS OF THE LIBRARY REPORT:

Peter Green advised the Members that the Canada 150 final package is on target and will be produced in time for a September 2017 launching.

ANY OTHER BUSINESS:

There was no other business to discuss.

DATE AND TIME OF NEXT MEETING:

The Library Board Members will adjourn from meetings in July and August and return on **SEPTEMBER 12th, 2017** at 6:00 pm in the Community Room on second floor.

ADJOURNMENT:

It was MOVED by Frances Gagnon and SECONDED by Darien Watson to close the meeting at 6:50 pm

MOTION CARRIED

Respectfully Submitted

Dianne Gauthier/Secretary