SCUGOG MEMORIAL PUBLIC LIBRARY BOARD MEETING MINUTES

Thursday, June, 2016 at 7 pm

Present: Libbi Hood (Chair), Jennifer Back, Debbie Watson, Betty Somerville, Jay Fisher, Sharon Hick, Fran Herder

Regrets: Bonnie Bunting, Jennifer Hamilton

Secretary: Amy Caughlin

Meeting called to order at 7:02 pm.

1. **Additions to and Approval of Agenda:**
   Item 5.2 was moved to the beginning of meeting (prior to Consent Agenda) and item 3.2 was removed from the Consent Agenda to item 4.4.

2016-22 **MOVED by Fran Herder, SECONDED by Debbie Watson, that the Agenda be approved as amended.**

CARRIED

2. **Disclosure of Conflict of Interest:** No conflict of interest was declared.

3. **Consent Agenda:**

2016-23 **MOVED by Debbie Watson, SECONDED by Sharon Hick, that the Consent Agenda be approved**

CARRIED

4. **Committee Proposals Requiring Discussion and Items Removed from Consent Agenda:**

4.1. Treasurer's Report:

4.1.1. Treasurer's Report: Monthly Financials reviewed.
4.1.2. Monthly Statistics: Monthly Statistics reviewed. It was suggested that the graphs for the statistics not be printed for inclusion in the board package. It was also suggested that Amy bring the monthly line-by-line circulation detail to the September meeting.

2016-24 **MOVED by Jennifer Back, SECONDED by Debbie Watson, that the Treasurer's Report be accepted**

CARRIED

4.2 CEO & PSC Highlights report: Amy reported that 120 visited the library booth during the Seniors' Fair on June 3rd and the successful candidate for the YCW Summer Reading Club Coordinator position is Maggie Anderson.

4.2. Gallery Update: Amy reported that the Farndale Bursary Reception is taking place on Tuesday July 26th at 7pm and all Board members are encouraged to attend. Amy was asked to send out an email reminder to the Board.

5. **Business Arising from the Minutes:**

5.1. Fireplace Follow-Up: Amy is consulting with Township staff regarding recommendations about re-routing the gas line, as well as potential contacts to seek additional quotes for the cost of replacing the broken line. Amy will report back to the board with these recommendations at the September meeting.

5.2. Appointment of a New Library Board Member: Amy introduced Jay Fisher as the new board member and advised the Board that Council would confirm the appointment before the end of June.

6. **New Business:**

6.1. 2015 Annual Report: Amy distributed the draft 2015 Annual Report and asked for any changes. It was suggested that a summary of the report could be printed in the paper for increased awareness.

6.2. Board Goals & Objectives: Libbi Hood will take away the workplan and bring a rough timeline to the September Board meeting for discussion.

6.3. Board Summer Get Together: The summer get together will be a potluck and it will take place on Thursday, August 4th at 6:30pm at Debbie Watson's home. Amy will distribute an email with more details soon.

7. **Date of Next Regular Meeting** – The date of the next meeting will be Thursday, September 15th, 2016 at 7 pm.

8. **Adjournment** - The meeting was adjourned at 8:30 on a motion by Betty Somerville