

Minutes of the Regular Meeting of the Lanark Highlands Public Library Board

September 19, 2018

Present: Geraldine Vanderspank (Chair), Bob Mezzatesta, Shannon Adams, Bonita Carrothers, Stan Errett, David Rowe, Ken Sinclair, Carlita Delion

Absent with regrets: Linda Hansen

1. Call to order: 7 PM
2. Approval of the agenda: Moved by Bob Mezzatesta, seconded by Ken Sinclair
3. Minutes: it was requested that the minutes be prepared and distributed within a week after the board meeting; and the agenda at least a week before the board meeting. The request was noted and will be acted on. Acceptance moved by Bonita Carrothers, seconded by Stan Errett.
- 4 A. Financial Report: presented by treasurer Shannon Adams. Noted items were: expenditures at 72% ; loss of revenue for not charging for DVDs; we are spending some of the savings from 2017. Motion to approve by Bob Mezzatesta, seconded by Carlita Deleon.
4. B Shannon presented a motion to change signing authority to Bob Mezzatesta and David Rowe, CEO. Moved by Bob Mezzatesta, seconded by Ken Sinclair
- 4 C. She also recommended keeping the current investment at Tangerine in place until February.
5. A. CEO Report: recapped the success of the Summer Reading Club, new Library cards, board policies, non-resident fees, and statistics, as some highlighted areas.
- 5 B. Asked for and received permission for several training sessions on Insignia and Overdrive and reviewing library operations.
- 5 C. Survey: CEO presented a draft, for review.
6. Strategic Planning. CEO is to ask Dean Black about next steps.
7. Non-Resident Users: Discussion revolved around services to Tay Valley and Drummond/North Elmsley, and Lanark residents using Carleton place and Arnprior. The cumulative impact on our budget would be \$10,500. The board agreed this would be deferred as it will be budget issue. The Treasurer was directed to budget for a worst case scenario.
8. Policies: CEO presented drafts of several foundation policies, He is to edit, fix typographical errors, and bring clean versions to council for approval at the next meeting.
9. Recruitment of new Board members. CEO indicated we have a good advertisement from last year, and will be in touch with them municipal office very early in October.

10 A Other business: Trustee Council meeting November 10, in Kemptville. Bob and maybe some else will attend..

10 B Homeopathy workshop. Bob Mezzatesta was concerned that it might just be a sales pitch. Board agreed we should develop a policy re programmes.

11. Meeting adjourned at 8:40, Carlita Deleon moved, Bob Mezzatesta seconded.