

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD

May 25, 2016 – 3:00 p.m.

Quiet Study Room

Present: J. Vanleeuwen – Chair
D. Couture
S. Freeman
N. Gates
R. MacIntosh
B. Yakachuk

Staff: R. Turtle
C. Boutilier
Y. Wolters

Regrets: B. Larocque

CALL TO ORDER

J. Vanleeuwen called the meeting to order at 3:03 p.m.

APPROVAL OF THE AGENDA

Motion: to accept the agenda as circulated.
(Freeman, Yakachuk) carried.

DECLARATION OF PECUNIARY INTEREST

There was none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of April 27, 2016 as circulated.
(MacIntosh, Gates) carried.

QUINTE WEST PUBLIC LIBRARY BOARD

May 25, 2016 (cont'd)

BUSINESS ARISING FROM MINUTES

R. Turtle updated the board; draft policy is in process regarding the *save and except* part of last month's motion: personnel policy #22 *Hiring of Relatives of Staff or Board Members*.

Survey will begin next week; available for the month of June.

STAFF REPORTS

Chief Executive Officer's Report – R. Turtle updated the board on activities in the library in the preceding month and brought forward two proposals on behalf of the Children's department, as follows:

1. iPad tablets/TV up-date: Children's computers need replacement, replacing with newer portable equipment is requested.

Motion: to accept the request and approve the purchase of five iPads, one Apple TV and mounting equipment as needed.
(Freeman, MacIntosh) carried.

2. Activity Room Refresh: Request to install new cabinets (with doors), paint the room, including "green" wall and purchase three tables & twelve chairs better suited for older children.

Motion: to accept the request with an upset limit of \$10,000.00. With the recommendation that funds be withdrawn from the Friends of the Library bequest; with endorsement.
(Gates, Couture) carried.

QUINTE WEST PUBLIC LIBRARY BOARD

May 25, 2016 (cont'd)

Financial Report

Letter of Representation

Motion: to accept the Letter of Representation to Wilkinson & Company for the year ended December 31, 2015 and authorize the CEO and Board Chairperson to sign off on same.
(MacIntosh, Freeman) carried.

2015 Audit Statement (draft)

Motion: to accept the draft 2015 Audit Financial Statements as presented.
(Couture, Gates) carried.

Financial Report for April 2016

Motion: to accept the Financial report for April 2016 showing revenues of \$105,120 and expenditures of \$62,396.
(Freeman, Yakachuk) carried.

DECISION ITEMS/NEW BUSINESS

Policy Review - CIRCULATION POLICIES

Motion: to accept the circulation policies#1-17 as presented.
(Freeman, MacIntosh) carried.

Board self-assessment (worksheet #3) – defer until next month.

QUINTE WEST PUBLIC LIBRARY BOARD

May 25, 2016 (cont'd)

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There was none.

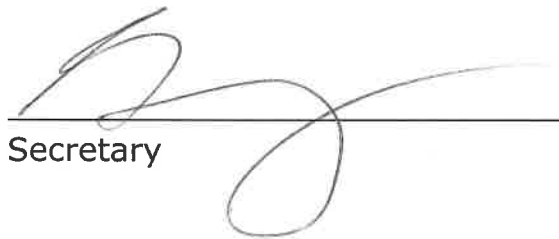
DATE OF NEXT MEETING: June 29, 2016 – 3:00 p.m. Multi-Purpose Room

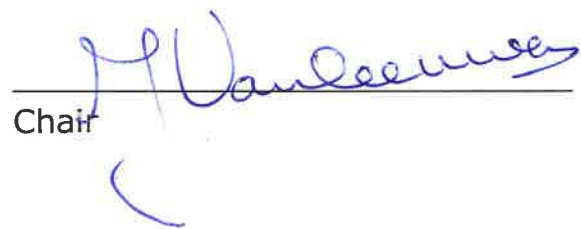
IN CAMERA SESSION

There was none.

ADJOURNMENT

Motion: to adjourn.
(Freeman, Gates) carried.


Secretary


Chair