

**Fort Frances Public Library Technology Centre
Board Minutes
June 2015**

The meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, June 16th, 2015 at 3:30 P.M in the Shaw Community Hub.

Board members in attendance: Andrew Hallikas, Robert Schulz, Sheri De Gagné, Robin Dennis, June Caul

Staff: CEO/Secretary-Treasurer - Alicia Subnaik Kilgour

Regrets: Ken Perry, Kerry Zucchiatti, Manager of Community Services - Jason Kabel

Absent:

1. Conflict of Interest. There were no conflicts of interest.

2. Non-agenda items.
There were no Non-Agenda items.

3. Minutes:
There were no errors in the minutes.

MOTION#202: June C. moved to accept the minutes
May 27th 2015 as presented. Seconded by Robert S. **Carried.**

4. Business Arising from Minutes.

Marjatta Asu, from OLS North met with Board Members to discuss the final stages of the Strategic Plan. Andrew H. will collate notes and send them to Alicia SK.

The Board Education day scheduled for June 6th with surrounding libraries, went very well.

Andrew H. indicated that the CEO Performance Appraisal was completed and that the necessary paperwork is done.

The Letter of appreciation from the Board to the Friends of the Library that Andrew H. wrote was very well received.

The Surveillance project is still in the works, with a summer completion date.

5. Items for Action/Discussion:

A) Library Finance Report:

Sheri DG asked for clarification regarding Freight and Office Supplies.

The Board decided that some streamlining of accounts need to occur and that this item should be placed on the agenda along with the renaming of accounts for the September meeting.

MOTION#203: Robert S. moved to accept the Financial Reports of May 2015 as presented. Seconded by Sheri DG. **Carried.**

B) Contracting for Library Services:

Alicia SK. informed the Board that she is working on the draft agreement with Alberton. The Town Clerk and the Clerk from Alberton will also look at the agreement.

C) Strategic Plan:

Andrew H. thanked Board Members who attended the Strategic Plan workshop with Marjatta Asu from OLS – North.

Alicia SK. will make changes, incorporating staff and Board suggestions.

D) CEO Report:

Alicia SK updated the Board on a few initiatives. Highlights included:

Cyber Seniors video:

- Alicia SK. showed the Cyber Seniors video and talked about the Library's Tech. Boot Camp program.
- It would be great to start an intergenerational program with teens and seniors.

Friends of the Library:

- The Friends raised a record-breaking \$3,600 at the annual booksale.
- Andrew H. suggested hosting a recognition and thank you BBQ in the Fall. Sheri DG. suggested certificates for volunteers.

Tree Inventory Project:

- We partnered with the MNR and other community organizations to help facilitate the Tree Inventory Project, which will map trees throughout the community using GPS coordinates.
- Jeremy will be working with the Town's GIS staff to create maps of the Town for this purpose.

School Board Update:

- Alicia SK. updated the Board on the progress with the regional libraries and the school boards for the delivery of library services and providing e-books. There was full Board consensus to continue the work towards signed agreements.

Update on Staffing:

MOTION#204: Sheri DG. moved to go in-camera at 4:40 pm to discuss an identifiable person. Seconded by Robert S. **Carried.**

The meeting came Out of Camera at 4:45 pm.

MOTION#205: Robert S. moved to accept the In-Camera minutes
May 27th 2015 as presented. Seconded by June Caul. **Carried**

E) Next Meeting:

There was discussion surrounding the date and time for the Library Board Meetings. Alicia will be attending the OLS North Conference as a subsidized delegate, the week of the scheduled Board Meeting. As in past years, the date will have to be moved.

The meeting will take place Thursday, September 17th at 3:30 pm in the Shaw Community Hub.

There will be a Strategic Plan meeting on July 7th to discuss the final stages of the plan.

MOTION#206: June Caul moved to adjourn the meeting
at 4:46 pm. **Carried.**

Meeting adjourned 4:46 pm.