

BOARD MINUTES

Board Meeting #15-06

Date: Thursday June 25th, 2015, 7:30pm

Location: Massie Family Program Room – Painswick

Attendees:	R. Duhamel (Chair), R. Palmer (Vice-Chair), M. Werenich, C. Virgo, T. Johnston, R. Reynolds, R. Junke, A. Davis, C. Vanderkruys, S. Froebel
Regrets:	S. Morales, J. Brassard
Note Taker:	K. Bouffard

1. Call to Order and welcomes

The meeting was called to order at 7:30pm.

2. Confirmation of Agenda

The amended agenda was confirmed.

3. Conflict of Interest

None declared.

4. Board Meeting Minutes

4.1 Adoption of minutes of Board Meeting #15-05 dated May 28, 2015

- **#15-24 JOHNSTON - PALMER**

THAT the Minutes of Board Meeting #15-05 dated Thursday May 28, 2015 be adopted. **CARRIED**

4.2 Business Arising

There was no business arising.

5. New Business

5.1 Financial Statements for May 2015

- Motion to approve the financial statements
- **#15-25 WERENICH - VIRGO**

THAT The Board approves the financial statements for May 2015.

- A question was asked about the decline of sales from the Boutique. Library administration is directed to report on the number of books that are sent to Better World Books.

5.2 Enterprise Resource Planning

- A question was asked about the annual fees for the new system. Library administration responded that the fees will be slightly higher than the current system.
- Motion to approve transfer of funds
- **#15-02 JOHNSTON - PALMER**
THAT That the Barrie Public Library Board approves the transfer of \$29,855.38 from the Barrie Public Library Ramp-Up Reserve and \$27,816.62 from the Barrie Public Library Technology Systems Reserve to fund the one time implementation fees for Purchasing and Funds Management modules of the City of Barrie's Enterprise Resource Management Computer System. CARRIED

6. Reports

6.1 Report of the Chair

- There are two separate grants the Library Board is directing Library Administration to apply for. Each one will be up to \$200,000. One grant is to develop social indicators and the other is for the Library Hub Model. The Library can only receive one of these two grants.
- The Chair would like to remind the Committees to stay focused on the strategic Plan.

6.2 Report on Planned Giving Seminar

- Ruth gave a report on the Planned Giving Seminar she attended along with Roz from the Board. There was also other Library staff in attendance.
- Ruth would like to develop a brochure with assistance from Library staff to build awareness.

6.3 Development Office Update

- Katelyn Lees reported on some highlights from the Development Office.
- The 2015 Dragon Boat Festival, Barrie's largest waterfront festival strategy was communicated.
- An update was given on the Library's current and past social media impacts as well as future objectives.

6.4 CEO's Report (May 2015)

- Discussed highlights of the report and how the structure that follows the Strategic Plan is very helpful.
- The employees' stolen bike was discussed. Library administration to follow up with the City to look at options to prevent this from happening.
- The book sale was a success.
- There will not be any summer Library on the Loose sessions at the Holly rec center as there are no rooms available.

6.5 TAB Report

- No members were present

6.6 Committee Reports

6.5.1 Personnel Committee

- Meeting Dates: Call of the Chair.
- The Chair of the Committee received an article about recruitment. Library administration will forward a copy to the Board.

6.5.2 Finance Committee

- Meeting Dates: Call of the Chair.
- Employee Liability and Vacation Utilization Policy.
- To address the current liability issue, Library Administration is directed to increase the reserve \$5000 as part of next draft budget and continue to monitor it.

6.5.3 Governance Committee

- Meeting Dates: Call of the Chair
- Barrie Public Library Policies
- Motion to approve policies
- **#15-27 REYNOLDS - JUNKE**
THAT the Board approves the policy revisions as recommended by the Governance Committee. CARRIED

6.5.4 Community Committee

Meeting Dates: Call of the Chair

7. Deferred Items

- Invite Kevin Bradley to September Board meeting in 2015
- Elevator Maintenance (RFP)
- Outstanding Building Maintenance Items
- Strategic Plan

8. In Camera Items

8.1 Notice of Trespass Appeal

- Moved in camera at 8:50pm
- Moved out of camera at 9:20pm
- Rise in report
- **#15-28 WERENICH - REYNOLDS**
THAT The appeal of the notice of trespass be denied and library administration be directed to contact and amend Notice of Trespass to September 7, 2015. CARRIED

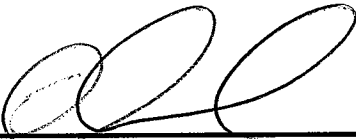
9. Correspondence

10. Date of Next Board Meeting:

Thursday September 24th, 7:30pm, Angus Ross Room – Downtown

11. Adjournment

The meeting was adjourned at 9:20pm



CHAIR **DATE** Oct 22/15



SECRETARY **DATE** Oct 22/2015

Strategic Priorities

2015-2019 BPL Strategic Priorities	Committee	Update
Budget <ul style="list-style-type: none"> • Integrate strategic plan review/update into the 2016-2019 budgets. • Review library materials budget post 2015. 	Finance <ul style="list-style-type: none"> • Tim Johnston • Catherine Virgo 	
Succession Plan <ul style="list-style-type: none"> • Hire a new CEO in 2015 	Personnel <ul style="list-style-type: none"> • Catherine Virgo (Chair) • Ruth Reynolds • Sergio Morales • Rosslyn Junke 	
Develop a Maintenance Strategy <ul style="list-style-type: none"> • Resolve longstanding maintenance problems in an effective and timely fashion (i.e. front doors, elevator, Angus Ross Room ceiling, leaking windows, etc.). • BPL's inability to obtain facility audits for both Library building to understand, and budget for, 	Finance <ul style="list-style-type: none"> • Tim Johnston • Catherine Virgo 	
Strategic Plan Review <ul style="list-style-type: none"> • Review and update the BPL Strategic Plan. 	Governance/Community <ul style="list-style-type: none"> • Ruth Reynolds (Chair) • Catherine Virgo • Rosslyn Junke • Mike Werenich • John Brassard 	
Holly Branch <ul style="list-style-type: none"> • Determine the appropriate timing to request Council funding for a Holly Branch. • Evaluate site alternatives. • Determine what outside resources are needed to assist BPL in delivering improved library services to Holly. 	Community/Finance <ul style="list-style-type: none"> • Rosslyn Junke • Mike Werenich • John Brassard • Tim Johnston • Catherine Virgo 	
Hewitt's/Salem Branches <ul style="list-style-type: none"> • Develop a library needs template/description to assist City staff when planning Community Centres with integrated library branches. 	Governance <ul style="list-style-type: none"> • Ruth Reynolds (Chair) • Catherine Virgo 	
Board Development & Outreach <ul style="list-style-type: none"> • Strive for meaningful Committee work. • Board professional development • Board community outreach. 	Community/Finance/ Governance <ul style="list-style-type: none"> • Rosslyn Junke • Mike Werenich • John Brassard • Tim Johnston • Catherine Virgo • Ruth Reynolds (Chair) • Catherine Virgo 	