

Whitestone Public Library Board

MINUTES

Monday, Jan. 22, 2018 - 1pm @ the Dunchurch Community Centre

Members Present: G. Caldwell, E. Hamilton, G. Harris, B. Koski,, C. Lamb, J. Lamb, D. Leeming, P. Woehl
Regrets: none
Staff Present: L. Guillemette
Guests: none
Call to Order G. Harris called the meeting to order at 1:05 pm.

Declaration of Conflict of Interest - None.

Approval of the Agenda as amended

2018-01 **Moved:** P. Woehl
 Seconded: J. Lamb
 Be it resolved that the Agenda for this meeting is approved.
 Carried

Approval of the Consent Agenda

Dec. 2017 Library Board Meeting Minutes
 CEO Report - Jan. 2018
2018-02 **Moved:** G. Caldwell
 Seconded: D. Leeming
 Be it resolved that the Consent Agenda is approved
 Carried.

Items pulled from Consent Agenda n/a

Business Arising

Phase 1 update

Renovations are complete. Feedback from the community has been enthusiastic and supportive. Staff is also extremely happy with the work area. Renovations are complete. There are a few outstanding items that need to be addressed and L. Guillemette will forward the list to the municipality.

- Tags need to be removed from wood
- Door needs to be painted when it is warmer
- The first step up at the front is too high
- Concerned about the railing extending too far
- Back spout isn't connected to the drainage (this is an old issue) and creates a very deep puddle when it's raining
- The front spout also has done this in the past
- The accessible parking post has not been returned so there is no marked accessible parking at this time.

When applying for the grant we had included furniture. We will purchase 2 ergonomic chairs that can be moved from the desk/tables/computer room.

Whitestone Public Library Board

With the accessibility improvements now complete the board turned their discussion to the concept drawing . L. Guillemette was directed to

1. find out who owns the concept drawings.
2. inquire about the process for other firms to submit drawings

Libraries are more than just books

It's My Time - Our Senior Men's Cooking Classes will be held on Feb. 8, 15, 22 and Mar. 8. From 2-5pm. Each class is \$10 per student and Jimmy from Jimmy's Fry Shack will be our instructor. He is a Red Seal Chef who trained at George Brown College and we are excited to offer this opportunity to our senior men in the community.

Grandmas on Loan – We have hosted cookie decorating and gingerbread house decorating leading up to the holidays and we will be having a Heart Shaped Wreath workshop on Feb 10th for Grandmas and kids. The library will provide light refreshments.

Tech Boot Camp – We will be hosting a Tech Boot Camp Kickoff on Feb 6 where we will have a 2 hour “meet the teacher” session. We will serve light refreshments. Stephanie Booth who also hosts technology workshops at the Magnetawan Public Library will be with us on Feb 7, 14, 21 and March 7. From 1-4 each Wednesday, Stephanie will assist our members one on one teaching on social media platforms like twitter and instagram, how to use your device (phone, tablet, laptop) or on one of our public computers.

Strategic Plan Update

The Strategic Planning Committee will meet on Feb. 5 at 10am to go over the working document that S. Kraus from OLSN sent us in near the end of last year. The board expressed interest in finalizing the plan as soon as possible.

New Business

Trillium Grant

J. Lamb spoke about the last council meeting regarding the Ontario Trillium Foundation “Motion 2018-6 Moved by Councillor Joe Lamb Seconded by Councillor Colette Deacon That the Council of the Municipality of Whitestone directs staff to start the Trillium Grant application process in conjunction with the Whitestone-Hagerman Memorial Public Library's CEO and its board members.”

The board and CEO are thankful for the ongoing support shown by Municipal Council and Staff.

Future Endeavours Update

C. Lamb and L. Guillemette have been working on the charitable status application. C. Lamb explained the responsibility of maintaining charitable status once achieved. The board was asked to provide their information for the application. L. Guillemette was also directed to inform the municipality that we will be applying for charitable status.

Whitestone Public Library Board

2018-03 **Moved by: G. Caldwell**
Seconded by: B. Koski
The board approved the amended 2018 Income and Expense budget for submission.
Carried

Chair Report none

Announcements and Inquiries by a Board Member

C. Lamb suggested that we formalize a library expansion team.

Unfinished / Ongoing Business

Needs assessment

Strategic Plan - ongoing

Question period for general public n/a

Closed Session n/a

Next meeting Tuesday, Feb. 20th 10am @ the Whitestone Public Library

Adjournment

2018-04 **Moved by: P. Woehl**
Seconded by: G. Caldwell
Be it resolved that the meeting adjourned at 3:15pm.
Carried.