

Municipality of East Ferris Public Library Board
1257 Village Road, Astorville, ON P0H 1B0
General Meeting March 5th , 2019
Claude Guillemette Resource Room

Present:, Christine Joly, Jennifer Laporte, Elisha Sloan-Keats, Joyce Effinger, Jason Trottier

Regrets: Erika Loughheed, Emily Weiskopf-Ball

1. Call to order – 4:02 pm

2. Approval of the Agenda

Motion 06-19	Motion to approve the agenda for the March 5 th , 2019 board meeting.	Carried Joyce Effinger Elisha Sloan-Keats
--------------	--	---

3. Approval of the Minutes from February 2018

Motion 07-19	Motion to approve the minutes from the February 2019 board meeting, with addition – Action item 1902-01.	Carried Christine Joly Joyce Effinger
--------------	--	---

Action item 1902-01 CEO to make a newsletter and distribute to Ferris Glen. To be included are pertinent policy summaries. Ie. Free membership for students.

4. Business arising

a) LEAD Team

Emily not present to provide update.

b) Forest of Reading

The Forest of Reading program received a \$100 donation. Great news!

Action 1811-01	Administration CEO to put together a welcome package for the new council members	Completed January 2019
-------------------	---	------------------------

Action 1812-01	Administration CEO to look into the cost of getting fridge magnets	Completed March 2019
-------------------	---	----------------------

5. Approval of the accounts payables

Motion 08-19	Motion to approve the accounts payables for the month of February 2019	Carried Joyce Effinger Christine Joly
--------------	--	---

6. New Business

a) Federal Summer Student Grant

The CEO has applied to this grant but will not know anything until April. The application for the Summer Experience Program grant is due on March 13th. CEO will apply to this one as well for the same position. If awarded, the library could decline.

b) Budget Discussions

Board, CEO and Treasurer discussed the 2019 budget. This was a preliminary discussion and changes to some lines will be made.

CEO brought up the interest in Point of Sale software for ease of use and a consistent deposit frequency. Jason to look into whether or not the system the Municipality uses as this type of module.

The topic of a charitable status came up and whether this would benefit the library. Would we have an opportunity to apply to more grants? CEO to look into the charitable status.

Staff is working hard to sell our old, heavy and outdated furniture. Jason recommended looking into the North Bay 24/7 Auction on Facebook,

CEO noted that her contract has not been reviewed in a long while. Jason indicated that this is something that the board should consider reviewing every term.

Motion 09-19	Motion to produce two plans. #1 floor plan #2 Tech plan	Carried Joyce Effinger Christine Joly
--------------	---	---

8. Closing of Meeting -6:00pm

9. Next meeting – April 2nd at 4pm

List of Actions

Action 1812-01	Administration CEO to look into the cost of getting fridge magnets	Completed March 2019
Action 1901-01	Administration CEO to provide a copy of the Public Libraries Act to all board members	Completed March 2019
Action 1901-02	Administration CEO to make available electronically all library policies	Completed March 2019
Action 1902-01	CEO to make a newsletter and distribute to Ferris Glen. To be included are pertinent policy summaries. Ie. free membership for students.	BF April 2019
1903-01	CEO to look into what is involved with a charitable status	BF April 2019
1903-02	CEO to work on producing two plans. #1 Floorplan with furniture layout #2 Tech plan	BF April 2019

Chairperson_____

Secretary_____