

## Library Board Minutes

The Library Board of Rideau Lakes held a Regular Meeting at the Portland Branch of Rideau Lakes Public Library on October 25/ 2011 at 5 p.m.

Roll Call was taken and the following Board Members were in attendance: Doug Franks, Bob Lavoie, Julian Hawryzko, Yvonne Helwig, Peggy Fletcher, Pat Greenhorn, Sheilagh Dubois

Regrets: Greg Smith, Joanne

Staff: Sue Warren

### RESOLUTION #11-40

Moved by: Peggy Fletcher

Seconded by: Sheilagh Dubois

To pass a Resolution that:

The Rideau Lakes Public Library Board approves and adopts the agenda as presented.

### RESOLUTION # 11-41

Moved by: Yvonne Helwig

Seconded by: Julian Hawryzko

To pass a Resolution that:

The Rideau Lakes Library Board approves the September 2011 minutes.  
Carried

Sue presented the CEO report and updates with branch news as outlined in the agenda and board business and headquarters news as outlined.

### RESOLUTION #11-42

Moved by: Yvonne Helwig

Seconded: Peggy Fletcher

To pass a Resolution that:

The Rideau Lakes Library Board acknowledges and concurs with the CEO report as presented by Sue Warren.  
Carried

There was a discussion about the South Elmsley Branch and the school. The Board will meet with Mr. Hawthorn, the school principal, on November 9, 2011 at 10:30. There will be a meeting beforehand at the Portland Branch at 9:00

Board members Sheilagh, Joanne, and possibly Peggy will be attending the Friends-of the Library meeting in Kemptville after the Trustee Committee meeting there on November 12 and will report back to us in November. Peggy has recruited another potential friend and Yvonne may have another name for us as well.

Sue reported that the Trillium grant for the Elgin branch accessibility was almost ready for submission. Thanks to Christine Row for her hard work on our behalf. She hopes it will be finished by October 26 for online submission.

The Board decided to look at its strategic plan updates early in the New Year.

Sue and Doug updated the Board on the meeting with Rideau Lakes MHAC and TLTI representatives on October 19/11. The Board expressed support for the TLTI Trillium grant to sustain the digitization project and for a development of archives in Rideau Lakes as well as continuing the archives project in TLTI.

RESOLUTION #11-43

Moved: Sheilagh Dubois

Seconded: Pat Greenhorn

The Rideau Lakes Library Board approves submitting a letter of support for the TLTI application for a Trillium grant for a joint archival/digitization project.

Carried

Sue presented the 2010 audit for review. As well, the September financial statement was reviewed.

RESOLUTION #11-44

Moved by: Sheilagh Dubois

Seconded: Pat Greenhorn

That the Rideau Lakes Public Library Board approves the September 2011 financial statement as prepared by Donna Penney and presented by Sue Warren.

Carried.

The Finance Committee (Doug, Bob, Sue, Donna and perhaps Joanne) will meet November 8, 2011 in Elgin at 9:30 a.m. to discuss the 2012 budget. Doug will contact Joanne.

The Library Board decided to wait until early 2012 to work on the results of the pre-audit particularly creating the correct policies.

Doug presented information about the creation of the new website by Chantelle since she is retiring from being our permanent Webmaster. He presented the budget and the Board decided they could afford the 2011 section from pre-existing funds still in the 2011 Technical Support budget line. The rest would have to be budgeted for in next year's budget.

**\*\*We should have a motion in November for this\*\***

The meeting adjourned. Our next board meeting is November 22 at 5 p.m. in Portland.