

Regular Meeting of Rideau Lakes Public Library Board

Where:

Portland Branch 2792 Highway #15

When:

Wednesday, June 25, 2014 at 10 am

Agenda

- 1) Call to order
- 2) Approval of agenda
- 3) Declaration of conflict of interest
- 4) Approval of minutes
- 5) Business arising from minutes
- 6) Correspondence
- 7) Chair's remarks
- 8) CEO report
- 9) Archives? Progress in renovations?
- 10) Strategic planning update
- 11) Friends of the Library
- 12) Financial statement
- 13) Elimination of fines
- 14) Date of next meeting

CEO's report June 2014

- The transfer to Enterprise has now started –we are continuing our clean-up of the database in preparation for launching Enterprise in July – Christine and I continue to work with Amanda in Brockville on the process – the clean-up is a little more technically challenging than initially thought
- We have completed the annual survey but are awaiting information from Grants Ontario and our audit to complete the process
- No work done on Archives yet
- We had a flood in the bathroom of Newboro and the township has been contacted about this – it was due to heavy rain
- We have hired Angela Brunet, a recently graduated teacher as our programmer this summer – she has done some occasional teaching in the area particularly in the Lombardy Public School and is also a resident of Rideau Lakes – KEYS through the provincial youth employment program has awarded us a grant of \$4000 so we can continue the programming in the fall – we are hoping that Angela will step in to fill Vicki's position throughout next year as well as working with Early Years out of Brockville to deliver programming – Angela has met with Vicki to discuss programming for the summer
- We were informed at the Small Library Committee about the new ant spam legislation to take effect in July – we will need to contact people on our newsletter list to provide “express consent”
- I participated in a conference call with Linda Chadwick about our SIRSI database – the Ontario Library Consortium (of which we are an associate member) is examining a RIF for a new vendor which may change our current library database in the next two years to an entirely new system.
- We have hired Summer McDonald as our new page in Elgin and Olivia Hartley our current page will be our summer student
- AODA training for the library board will have to take place probably at the August meeting (i.e. for accessibility) – there is more AODA training also required for staff now
- We will be conducting an drive throughout the summer months in order to gather emails in order to send out notices this way about overdue books – in this way we can also get permission to send out newsletters or library information
- We are hoping to go fine free starting in September with a push to advertise it as a trial on print and older DVDs – we need to work out the details with SIRSI and Brockville to get the database set up for this and an email list
- Can crushers are now in the branches

- Christine has contacted Contact North and we are initiating a partnership for online education programs through the library
- Sue has developed a work plan for Christine for the next four months – we have approached OLA about delivering a program next winter at the OLA conference about succession planning within a small library – if approved, they will pay some of our costs to the conference
- Friends of the library meeting is taking place in Newboro tomorrow – Christine will be our liaison until next year