



MINUTES for the regular meeting of the Brighton Public Library Board for April 19, 2017 at 7:00pm held in the Brighton Public Library.

Present: Bob Burke (Chair), Murray Workman, Erin Alexander, Erica Larmer, Jane Baier, Councillor Brian Ostrander, Heather Ratz (Acting CEO/Treasurer), Robert Janiga (Recording Secretary – Staff)

Regrets: Councillor Mary Tadman, Peter Starbuck, Sandi Zwaan

1. Call to Order – 6:59 p.m.
2. Approval of the Agenda – **Moved by Murray, Seconded Erica**—That the Board adopts the April 19, 2017 Agenda, **carried**.
3. Approval of Minutes from regular meeting of March 22, 2017—**Moved by Murray, Seconded by Erica**—That the Board accepts the Minutes from March 22, 2017, **carried**.
4. Financial Report
 - a. Mar 2017 – Heather asked if there were any questions regarding the March financials. Murray asked about line 5450 on the Profit & Loss vs. Actual and whether the amount of \$750 was for the year. Heather stated that it was for 3 months. Murray also asked about line 5650 and whether the amount of \$7999 was also for three months. Heather replied that it was. Heather mentioned that for lines 4250/4255 BPL has received all funds from the Municipality. On the Balance Sheet, Heather pointed out that now that the audit is complete, the total for current year books is now correct. **Moved by Councillor Ostrander, Seconded by Erin**—That the Board accepts financial statements from March 2017, **carried**.
 - b. Audit – Heather stated that the audit has now been completed.
 - c. GIC Maturing – May 29, 2017 – \$39973.43. Heather asked for direction for what to do with this. Bob suggested six-months, which may coincide with the expansion. The Board agreed with this and directed Heather to purchase a 6 month non-redeemable GIC with an interest rate of .85%
 - d. Friends of the Library – Heather presented a wish list at the last Friends of the Library meeting. They provided \$2,000 to BPL, which will be used for four events over the summer.

5. CEO Report –

- a. Heather provided highlights for the month of March, which included large attendance for Randy the Magic Man, Fibre Art by Wendo, Rug Hooking display and a new program initiative entitled Mindful Saturdays.
 - b. Internet Services – Linda Widdifield contacted Heather about fibre optic internet package with the Municipality. A less expensive and faster speed package from Cogeco has been chosen.
 - c. Sarah Badgley Literacy Fund Grant – This grant is for up to \$500 and is available to rural libraries and urban libraries that serve rural clientele. Heather has applied with the Pop Up Libraries in mind and thanks Erin for pointing this grant out. The final decision will be made in July.
 - d. Canada Summer Jobs – BPL has received funding for one student. Anticipated start date would be end of June with the job posting going out in May.
 - e. FOL AGM – Meeting will take place on April 27 at 7:00 p.m. in Council Chambers
 - f. Vacation – Heather will be on vacation from Apr 24-May 5 and will be back in the office on Tues May 9. Staff may contact Bob in the event of an emergency. There is no one staff member designated as “in charge”.
6. Library as Place – Bob mentioned that cost is a factor in determining how many might be able to go. Heather stated that it takes place in Barrie (July 10/11). The OLA rate for a room is about \$195 per night. Registration fee is \$300 per person. Approximately \$1250 plus food would get two people there. Bob stated that it is important that someone represent BPL at the event. He feels that Mellissa and Heather should attend and they can provide a presentation. The Board agreed.
7. Trash Bash – Erin stated that she has signed up the library. The library will clean Spring Valley Rd (County Rd 26). Discussion took place about what date to hold it on. Will aim for April 29. Murray will mention it at the FOL meeting. Heather will contact the Municipality regarding the insurance document and will invite staff and TAG members.
8. Fundraising Workshop – Jane is attending a workshop that might be useful for fundraising ideas.
9. The Federal Budget and Libraries – Bob mentioned that he had read the document and didn't think that any funds would be directed to our library.
10. Expansion Update- Bob will be contacting the Mayor and CAO for an expansion update.
11. Correspondence – no correspondence
12. Report from Council Representatives – Nothing to report
13. Other Business – None

Moved by Murray, to Adjourn the meeting at 7:34 p.m., carried.

Next scheduled Library Board meeting set for May 24 at 7:00 p.m. in the library or at the discretion of the Chair


Bob Burke
Board Chair

Heather Ratz

Acting CEO, Secretary, Treasurer

