

TROCHU LIBRARY BOARD

Meeting Minutes

DRAFT

Oct 8, 2019

5:00 PM

Meeting Facilitator: Randy Lacey, Chair

I. Call to Order

5:05 pm

II. Roll Call

Attendees: Maureen Donohoe, Bonnie Munro, Sherie Campbell, Mary O'Shea, Bonny Teichroeb Caleb Johns

Regrets: Frank Vanderkley

III. Addition to and Approval of Agenda – agenda approved with no additions

IV. Approval of Minutes

- a) Minutes of Sept 3, 2019 meeting approved

V. Old Business & Action Items

- a) Library Website Training – Friday Oct 18 from 1-3 pm
- b) Policy Committee –Mary circulated copies of 3 policies still required

Public Internet Access Policy: Bonny Teichroeb moved acceptance as presented. Carried

Resource Sharing Policy: Bonnie Munro moved acceptance as presented: Carried

Personnel Policy: Discussion about some minor changes needed to this policy to better suit the needs of our library. Maureen Donohoe moved acceptance of policy with changes as discussed. Carried.

c) Recruitment of Volunteers: Retired teacher will be starting a pre-school reading program on Wednesday's starting Oct 9. Bill Cunningham will present a slide show of his travels to Africa on Oct 24 from 2-3 pm.

d) Trochu Library Logo –Bonnie M had e-mailed a copy of the logo to all members for us to use on any correspondence we have.

VI. Reports:

a) Chair's Report – nothing to report

b) Fund Raising Report – Randy and Caleb

Scratch card ticket fund raiser on hold for now.

New fund raising initiative-**Community Calendar**. Bonny T gave us updated information on progress. There is only 1 advertising square left & if this is not taken Library information will be put there. Information submissions (birthdays, anniversaries etc.) must be in by Thursday Oct 10. Cost of calendars is \$10, and there will be some extras for sale.

c) Casino Report – Bonny T: Our next casino will be held Feb 10 & 11, 2020. Volunteer list and forms must be submitted for license by Dec 1. Bonny is actively recruiting volunteers.

d) Library Manager Report –Sherie: Marigold has done a huge weeding of resources so our shelves are looking a little bare right now. Some of these books will be sent on to other libraries and others will be discarded. Sherie will re-organize shelves and move books off brown rotating racks. These racks will be removed. We have \$300 in our Marigold book budget for new material. We have a work experience student being trained to do some of the Saturday work.

e) Treasurer's\Finance Committee Report- Maureen Donohoe: A monetary donation from the Elks group was gratefully accepted. Maureen will send a thank-you.

Bank balances presented-see attached statements

f) Town of Trochu – Bonnie M: an amendment to the lease agreement has been made to state that the town will look after weed control in the back yard. A clean copy of the agreement on file. It has not been determined who will do the # signage on the building.

g) Marigold report-Bonnie M: nothing to report

h) Records Committee Report – Caleb & Bonnie

Nothing new to report.

- i) Personnel Committee Report – Chair, Vice Chair, Treasurer
Nothing further to report

VII New Business & Action Items:

- a) **Clean-up in library: Sherie would like someone to volunteer a truck to haul away garbage from library. Bonnie M volunteered to get this done**

VIII. **Correspondence:** A copy of an e-mail from Marigold was circulated about the government’s request for input on how to reduce **“red tape in spending”**. There will be public meetings held around the province or if anyone has input they can also submit ideas on line.

IX. **In-Camera:**

X. Next Meeting - Next mtg Nov 5, 2019 @ 5:00 pm

XI. Adjournment – by Randy @ 1900

Minutes Submitted By: Mary O’Shea, Secretary

Randy Lacey, Library Chair

Date