

Monday, June 25, 2018
Buell St. Room, Brockville Public Library

1. CALL TO ORDER: 5:03 p.m. by L. Wales (Vice Chair)

PRESENT: Board Members: N. Bowman (phone), J. Cullen, C. Quick, R. Sands, L. Wales.
Staff: E. Farrell.
Regrets: C. Hannah, C. TeKamp, M. Wicklum

2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):

Thanks to P&G for the work they did during their Day of Caring. The Library appreciates this annual volunteer event.

3. APPROVAL OF THE AGENDA

Approved.

4. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST: None.

5. CONSENT AGENDA:

- a. May Board minutes
- b. May Statistics & Financial report
- c. May CEO Report

Moved by J. Cullen and seconded by R. Sands... "That the Brockville Public Library Board accepts the consent agenda which includes the May Board minutes, May Statistics & Financial report, and May CEO report." Carried.

6. FOR DISCUSSION/DECISION

a. Audit

B. Wilson from Collins Barrow presented the audited financial statements for 2017 to the Library Board. There were no major concerns from the auditor.

Moved by R. Sands and seconded by C. Quick... "That the Brockville Public Library Board approves the 2017 audited financial statements as presented." Carried.

The Brockville Public Library Board and CEO would like to thank Collins Barrow for their work with the Library over the past few years.

b. Terms of Reference – draft – My Giving Library

Moved by J. Cullen and seconded by C. Quick... "That the Brockville Public Library Board approves the Terms of Reference for My Giving Library as presented." Carried.

c. Bookkeeper – contract position

E. Farrell updated the Board on the upcoming expiration of the Bookkeeper's contract. N.

Bowman commented that it is too soon to make a concrete decision regarding this position. E. Farrell will be extending the Bookkeeper – contract position until December 31, 2018.

d. Financial report – projections to end of 2018

E. Farrell updated the Board on the Library’s current financial standings with projections to year-end. E. Farrell recommended recalculating and discussing the projections after the Library receives the results from the currently ongoing job evaluations.

e. Board succession planning

N. Bowman discussed advertising and running an information session in September for new Library Board members.

f. 2017 Annual report

Moved by J. Cullen and seconded by R. Sands... “That the Brockville Public Library Board approves the 2017 Annual Report as presented.” Carried.

E. Farrell will be responsible for distribution.

7. FOR EXPLORATON

a. Advocacy: sharing|promoting|celebrating BPL

J. Cullen commented that E. Farrell had been in the Brockville Recorder and Times two weeks in a row representing the Library.

b. Upcoming events

- Bibliobike launch on July 3 – thanks to the Friends of the Library and private donors for making this program possible
- Communities in Bloom on July 4 – the Library will be participating

8. ITEMS FOR NEXT AGENDA

- Draft 2019 Operational budget
- Board legacy

9. PRIVATE SESSION: Moved into private session by R. Sands at 6:06pm. Moved out of private session at 6:25pm.

10. MEETING EVALUATION: Deferred.

11. ADJOURNMENT: 6:31 p.m.

NEXT MEETING: Monday, August 27, 2018 at 5:00 p.m. at the Library.

Signature of the Chair: _____
(after approval)