

Argyle Community Library Board Meeting Minutes April 19, 2017

Present: Kim Summers, Patti O'Handley, Dan Feasby, Karen Wassink, Sandra Gendron

Absent: Jim Burrows, Marva Jackson, Jennifer Fry, Dianne Feasby

Welcome: to the Board Members from Patti O'Handley at 10:08 am.

Minutes from March Meeting: Minutes from March were emailed to all members. Approval for BOS imaging for payment of invoice was not included in the minutes. Motion to amend the March minutes and accept minutes as amended; Kim Summers, seconded by Dan Feasby. All in favor. Cd.

Treasurer's Report/Petty Cash: balance forward \$7,653.71, petty cash \$600.00. Motion to accept treasurer's report as presented by Kim Summers, seconded by Karen Wassink. All in favor. Cd.

Report to the CEO: Jenny was to update circulation and then email the March report to board members, LSB rep, and volunteers. **Update:** None received by meeting. Patti to follow up with Jenny.

Old Business from Minutes:

A. Volunteer schedule: April – dates are scheduled, but May dates need filling. Kim to send out email.

B. Wish List: no additions at this time.

C. Update - LSB: None

D. Orders for Approval for payment: Indigo orders - \$10.07, \$10.91, and re approval of BOS Imaging for \$824.74. Motion to approve payments by Dan Feasby and seconded by Karen Wassink. All in favor. Cd.

E. Programs in the Library: Visit by Author, Computer 101 classes
Suggestions: Have someone come in to do a course on writing resumes, bring in Naturopath. **UPDATE:** Sandi has had some interest with seniors in the area for computer training. Kim will contact Debbie Keetch to ask if she can find out if there is enough interest to hold a computer class.

F. Book Fair: Has been booked for the summer.

G. Balance of Grant Money: Grant paperwork was completed and submitted to Peggy. \$19.02 was spent over the grant amount and will come out of Programming budget line. Thanks to Dan for completing the paperwork.

H. Over dues: It was decided by the Board that those patrons that have not returned overdue items (or replaced with suitable replacement items) by June 1st will have their lending privileges suspended. A listing of those with suspended privileges will be located in the library so that our volunteers will know who is no longer able to take items out. Patti will follow up one last time with all of the patrons who currently are overdue.

I. Inner office lending of books: Patti has requested that a tracking system be put in place to ensure all ACLB books, etc are returned by end of May. Jenny will need to collect these items and have back by that date or earlier, if possible.

J. TD Summer program: One book has been received for program. Kim to contact Ann to see if she will be participating in this and Kim/Jenny will ensure program materials are ordered. – **NO Update**

K. Website: Website looks good, a few minor changes had been recommended. Kim to contact Hillary to get some training for both herself and Jenny.

L. Forest of Reading books: Books have still not been entered in the database as property of the ACLB. Kim has agreed to complete.

M. Library Letter: Letter was given to Debbie Keetch for inclusion of community package and Patti laminated several for posting within the community. Sandi requested one to be dropped off to her.

N. Any other old business: none.

New Business:

A. Painting of school: Marla updated Patti that the school is scheduled to be painted this summer which may affect programming if a room isn't available. Patti to follow up with Jim on this. Sandi will follow up with the LSB Rec. Committee Rep to see if the Community Centre could be used for summer programs.

B. Meeting with Marjatta Asu – OLSN: Karen will be meeting Marjatta next Tuesday at the library between 10 and 10:30 am. Kim will also try to attend.

C. Evergreen Reading Program: Kim will be ordering the books for the Adult reading group for the summer.

D. **Any other new business:** none

NEXT MEETING will be scheduled on: May15, 2017 @ 9am

Please keep in mind that we need 5 members for an official meeting.

ADJOURNMENT: Motion to adjourn meeting. Moved by Dan Feasby and seconded by Karen Wassink @11:07 am. All in favor. Cd.