**Edwardsburgh Cardinal Public Library Board minutes**

**Held in Spencerville June 28, 2016**

R. Hoover called the meeting to order at 7:10 pm.

**Regrets:** G. Morrell

**Present:** R. Hoover, H. Pettinger, E. Farrell, M.A. Gaylord, D. Robertson, J. MacKinnon

**Disclosure of Interest:** none

**Additions to the agenda:** none.

**Minutes from the previous meeting:** H. Pettinger moved to accept the minutes of the previous meeting as presented, seconded R. Hoover, carried.

**Business arising from the minutes:** The board was pleased to welcome J. MacKinnon, a new board member. We will continue to advertise for new board members in order increase the number of voting members we have.

Grant proposals status follows: Sarah Badgley Grant ($500.00) –proposal was sent in June 15 and we are short listed.

Summer Experience Program- the student has been hired. The start date is June 30. The grant covers all deductions.

Trillium Grant- We have clarification about what the grant covers and we have been able to order 5 new computers. We were pleased to learn the township has agreed to pay for painting at the same time as the renovation. The renovation is scheduled for July 30 to August 7. There are many pieces that need to fall in place, so we are hoping it all goes as planned. The recognition event will be August 27 and we hope to have many dignitaries in attendance.

**Correspondence:** none

**Treasurer’s report:** All vouchers dating to the end of June have been submitted to the township. We are still waiting for the auditor’s reports for 2015.

The board accepted the report.

**CEO/ Supervisor report:** -

**MA Gaylord** reported they are culling and weeding books in preparation for the upcoming renovation.

-We have not yet heard back about the crumbling concrete in Cardinal.

**E. Farrell** reviewed the detailed schedule for the upcoming renovation.

-She also reviewed procedures they will follow should there be a postal strike.

-Library Assistant- The contract will run from June 20 to Sept 20 with the possibility of an extension should Carolynne not be ready to return to work.

-Inter Library Loans- Staff training on borrowing through “VDX “will occur in August/September and then we will look into becoming a lending library in the fall.

-Summer programs – the information has been distributed to the schools; Pete the Cat will be hiding in the library again this summer and we may volunteer for the “Touch a Truck” event.

-We are working on possible adult programs such as Tech. Training but we do not have a date yet.

-Strategic plan- This is the last push for residents to fill out surveys. The information will be reviewed over the summer so that we can begin the discussion in September.

Spencerville Fair- We are applying for a table again. Prescott has signed up to help and we will approach North Augusta as well.

The board accepted both reports.

**Board development:** none

**Policy review: -** The health and safety policy was updated to correspond with present legislation. HR-09 was created to include the updates. H. Hoover moved to accept policy HR-09 as presented, seconded by D. Robertson, carried.

**New business:** Landfill cards-The Township asked if we would be willing to sell landfill cards at both locations to provide residents with more options. H. Pettinger moved to have the libraries sell landfill punch cards, seconded by J. MacKinnon, carried.

**Closed session:** none

**Date of next meeting:** Tuesday, September 27 at 7pm at the newly renovated Cardinal library.

**Adjournment:** D. Robertson moved to adjourn the meeting at 9:06 pm.