**Edwardsburgh Cardinal Public Library Board minutes**

**Held in Cardinal March 29, 2016**

R. Hoover called the meeting to order at 7:06pm.

**Regrets:** J. McGuire, G Morrell

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

**Disclosure of Interest:** none

**Additions to the agenda:** none

**Minutes from the previous meeting:** D. Robertson moved to accept the minutes of the previous meeting as presented, seconded J. Roy, carried.

**Business arising from the minutes:** Again, no word back on the cracked foundation in Spencerville or the Library facebook page. E. Farrell will try again. E. Farrell is also waiting to hear back from Katie Allard regarding summer programs and co-ordinating advertising with township.

**Correspondence:** none

**Treasurer’s report:** Dave is waiting for the auditors to finish up their year-end report.

-We will be receiving the first 1/3 of our township grant money in anticipation of our upcoming bills.

- The new budget will be presented for discussion at the board meeting next month.

The Board accepted this report.

**CEO/ Supervisor report: M.A. Gaylord** reported that they will be attending the Benson School

kindergarden open house on April 12 from 5:30-6:30.

-We had a computer virus as well as several problems with “system restore” on the public computers. A discussion followed about protecting the public computers with a remote management fee. This may be the more practical and affordable option. We will find out more about this idea.

-It is getting busier at the library, there were 20 children for the Easter egg hunt, a good response for the jelly bean count at March break, lots of inter-library loans and lots of sales for dog tags.

- A local family donated $100.00 to the library.

-**E. Farrell** reported the new website is up and running. One new application is that people can enroll for library programs online.

- Emily checked out the possibility of RFID (auto checkouts) and determined it is too pricey for small libraries at this time.

-Outreach: there is a JASI app that may allow us to check library books out anywhere we have data. We could incorporate this into our outreach at senior luncheons.

-Grants: We have applied for the Sara Badgley grant and are waiting to hear back. We are also looking for other possible grant opportunities.

-JASI: we are trying to implement e-mails notifications for overdue books. Also there may be a way to indicate to patrons when new books are available and they in turn can place a hold on a new release.

-Our tech. student Joseph will be volunteering with us for a time.

-Cathy is learning about children’s programming for her professional development. Emily is training her on the baby time program.

- Friends of the Spencerville Library asked if we have a goal for their next big fundraising event. Emily is suggesting a new layout for the Spencerville Library.

-E-books: Penguin Canada has agreed to have more affordable prices for library e-books. This is good news for libraries.

-We now have museum passes to the National Gallery and the Aquatarium.

Upcoming: Ancestry workshop date to be determined.

 Centennial’67 Kindergarten Open house – April 27 Benson School April 12

 Capacity Grant Expense Report is due. Part will be spent on e-resources.

The Board accepted these reports.

**Board development:** none

**Policy review:** The existing Policy numbers HR-07 Harassment and HR-08 Prevention of workplace violence were reviewed and the protocols were discussed. R. Hoover moved to accept the existing policies with no further changes, seconded by H. Pettinger, carried. These policies must be reviewed annually.

**New business:** The Trillium Grant workshop was postponed last month due to poor weather. R. Hoover plans to attend the re-scheduled meeting tomorrow.

**Closed session:** none

**Date of next meeting:** Tuesday, April 26 7pm at the Spencerville library.

**Adjournment:** H. Pettinger moved to adjourn the meeting at 8:41pm.