

Present	Maureen Sly Havey Neil Salminen Megan Postin Joan Cardiff Elizabeth Stewart Lynn Grinstead Karen DeLuca, Chief Librarian Jason Healey, McKillican & Associates	Regrets	Bill Skinner
----------------	---	----------------	--------------

1. Chair Maureen Sly Havey called the meeting to order at 6:00 pm
2. Agenda - **Motion 2017-25 Moved by Joan Cardiff, seconded by Lynn Grinstead that the Agenda be approved circulated** - carried
3. No declarations of conflict of interest
4. Minutes
 - Motion 2017-26 Moved by Lynn Grinstead, seconded by Joan Cardiff that the minutes of the Special Meeting of May 17th be approved as circulated** – carried.
 - Motion 2017-27 Moved by Elizabeth Stewart and seconded by Megan Postin that the minutes of the Regular Meeting of May 17th be approved as circulated** – carried.
5. **Draft Financial Statements – McKillican & Associates**

Jason Healey reviewed the 2016 draft financial statements which presented fairly the financial status of the board. He outlined the net financial assets and the bulk of the TCA as per the purchase of the moveable shelving units. At the request of the Board, the auditors will include notes on the Development Charges collected by the Town of Arnprior on the Board's behalf as well as any restrictions that are assigned to the Board's reserves.

Motion 2017-28 – Moved by Joan Cardiff, seconded by Lynn Grinstead that the 2016 Financial Statements be approved with the amendments.
6. **Business arising from the Minutes**
 - 6.1. NYE Catering contract – The revised menu options from LumberTown Ale House were reviewed and accepted. It was requested the buffet items be labeled as a courtesy to those with allergies.
 - 6.2. Lease Agreement – The Board is still waiting for a response from the Town of Arnprior regarding the advisability of a Memorandum of Understanding vs. a formal lease for the use of the library building.
 - 6.3. Shared User Agreement review: The joint meeting was held June 14th in the McNab/Braeside council chambers with both mayors and the Board Chair and CEO in attendance. The population changes and usage statistics were reviewed. Both mayors will take the draft user agreement back to their respective councils for approval.

7. Librarian's Report

7.1. Financial Update –Monthly update was reviewed.

Motion 2017-29 – Moved by Neil Salminen, seconded by Lynn Grinstead that the GIC due June 22nd in the amount of \$31,679.71 be reinvested for a 6 month term at 1.09% - carried
The annual grant from Lanark Highlands was received via direct deposit in the amount of \$1224.

Motion 2017-30 – moved by Neil Salminen, seconded by Elizabeth Stewart that \$2170.56 be moved from the Reserve for Future Development to cover benefits accrual for 2016.

7.2. Administration

Motion 2017-31 – moved by Lynn Grinstead, seconded by Neil Salminen that the Board move into closed session to review a personnel matter – carried.

Motion 2017-32 – moved by Megan Postin, seconded by Lynn Grinstead that the Board moved out of closed session and instruct the CEO to implement the decision taken. – carried.

7.3. Annual Report - The CEO presented the 2016 Annual Report to the Community. It will be presented to the Town of Arnprior and Township of McNab/Braeside in the summer. Dates to be confirmed.

7.4. Training / Programming – The CEO is registered to attend the annual Library as Place conference in Barrie. This additional training will overextend the budget line for education. The Board has agreed to find the funding to cover this year's increase in training, mileage and education. The CEO has prepared a session proposal for the 2018 OLA SuperConference.
Programming – Audrey's In Town Fashions will organize a fall fashion show in benefit of the library. ScotiaBank will partner for the event and match funds raised up to \$5,000. The event is set for September 30th.

Email notification for coming due items will commence in June.

The Indigenous collection is being launched at the end of June.

Summer programming registration has been swift with more than 85 registrants to date.

The iPod Project has now expanded to include clients of Hospice Renfrew.

7.5. May statistics were reviewed.

7.6. Correspondence included a thank you letter from Seniors at Home.

8. **Strategic Plan Progress** – The CEO is continuing to expand partnerships by participating Hospice Renfrew's Community Outreach Committee

9. **Policy Review** - Membership requirements were reviewed. The policy will be amended to allow for email to be a valid second contact rather than a secondary phone number.

During discussion it was determined that the change from a juvenile card to an adult card be done at age 16 rather than entering high school.

Motion 2017-33 Moved by Lynn Grinstead, seconded by Megan Postin that adult cards to be issued to those teens at least 16 years of age, and further that the parent email be listed as primary notification on juvenile cards until age 16 – carried.

10. No report on Board members' advocacy activities

11. Other Business –

Motion 2017-34 Moved by Joan Cardiff, seconded by Lynn Grinstead that the Library executive committee (Maureen Sly Havey, Neil Salminen and Joan Cardiff) meet as required during summer months and ratify any decisions taken at the next regular Board meeting September 20th. – carried.

12. Date of Next Meeting: September 20, 2017

13. Adjournment - Motion 2017-24 Moved by Joan Cardiff, seconded by Neil Salminen that the regular meeting of June 21, 2017 be adjourned at 7:02 pm – carried.