**Asphodel-Norwood Library Board**
**Minutes of Meeting April 12, 2018**
**Norwood Branch**

**Mission Statement**

**The Asphodel-Norwood Public Library supports and enriches the community by providing access to resources, programming and opportunities for interactive lifelong learning and leisure.**

The Asphodel-Norwood Public Library Board held its regular monthly meeting at the Norwood Branch on Thursday, April 12, 2018.

The following Board members were present: Debbie Lynch, Mary Hay, Tammy Bennett, Rodger Bonneau and Paula Warr. Kris Van Luven, CEO/Librarian and Candice White were also present.
Regrets from Laurie Mulholland.

## Call to Order

Chairperson Debbie Lynch called the meeting to order at 5:30 pm and reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter coming before the Board. There were no declarations.

**01.04.18** **Motion**
Moved by Mary Hay Seconded by Paula Warr
That the Agenda be approved as presented.
cd

## Approval of Minutes

**02.04.18** **Motion**
Moved by Paula Warr Seconded by Tammy Bennett
That the minutes for the Regular Board Meeting held March 8, 2018 be approved.
cd

## Business Arising from the Minutes

The discussion regarding CEO/Librarian, Kris Van Luven attendance at the Twp Management meetings every other Wednesday has been tabled until the May Library Board meeting.

Kris is to review the library staff job descriptions, with the co-operation of the other employees, and will report at the next meeting.

Chairperson Debbie Lynch has stepped out of the chair; Vice-Chair Mary Hay has stepped in.

**03.04.18** **Motion**
Moved by Debbie Lynch Seconded by Paula Warr
That the Board as a whole look at the SOLS Trillium sample foundation policies and will review them at the May Board meeting. Debbie Lynch will email the link.
Cd

Vice-Chair Mary Hay has stepped out of the chair, Chairperson Debbie Lynch has stepped in.

**04.04.18** **Motion**

Moved by Tammy Bennett Seconded by Paula Warr

Kris will send an email to SOLS consultant Peggy Malcolm to check for Saturday dates (between June through October 2018) for her to guide the Board in moving forward to complete the Strategic Plan. Kris will forward dates to Board members to find a compatible date.

cd

**Chairpersons Report**

Chairperson Debbie Lynch will attend a Strategic Plan workshop for the Township on April 16, 2018, representing the Library Board and will also be attending the SOLS Trustee meeting on April 21, 2018

**CEO Report**

Kris will try to continue the seniors Lunch n Learn series, with a small fee, in September.

The Grand Re-opening of the Norwood Branch has been tentatively set for May 10th from 2-5 pm.

Kris is to check and reschedule the Authors event for June 2nd, due to another event hosted by the Historical Society on that date.

**05.04.18** **Motion**

Moved by Mary Hay Seconded by Rodger Bonneau

That the CEO report be received as circulated and presented.

cd

**Committee Reports:**

**Personnel:** No report

**Policy:** See previous discussion

**Property:** Elevator and water issues resolved.

**Finance:** To be deferred until the May Board meeting

**Technology:** Cheryl is meeting with Denis on April 17th regarding JASI; Kris will know more about a run date following that meeting.

**06.04.18** **Motion**

Moved by Paula Warr Seconded by Mary Hay

That the Board receive the Committee Reports.

cd

**New Business**

Renovations update – the project is going well, both in terms of time and budget.

The Board will revisit the furniture plan in September.

The meeting was adjourned at 7:26 pm.

**Next Meeting**
**Westwood Branch**
**Thursday, May 10, 2018**
**5:30 – 7:30 pm**

Chairperson, Debbie Lynch

Recording Secretary, Tammy Bennett