**Asphodel-Norwood Library Board**
**Minutes of Meeting of October 21, 2019**
**Westwood Branch**

**Mission Statement**

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

The Asphodel-Norwood Public Library Board held its regular monthly meeting at the Westwood Branch on Monday, October 21, 2019 at 6:30 p.m..

The following Board members were present:
Jane Bryenton, Maggie Brickell, Rodger Bonneau, Margaret Dawson, Mary Hay, Patricia Reed, Krista Rutherford. CEO/Librarian Kris Van Luven was also present.

**Call to Order**

Chairperson Mary Hay called the meeting to order 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.

**Approval of Agenda**

**01.10.19** **Motion**
Moved by Krista Rutherford Seconded by Maggie Brickell
That the Agenda be approved.
cd

**Approval of Minutes**

**02.10.19** **Motion**
Moved by Rodger Bonneau Seconded by Maggie Brickell
That the minutes for the Regular Board Meeting held September 19, 2019 be approved as amended.
Cd

**Business Arising from the Minutes**

Margaret Dawson was confirmed as Vice Chair
Board committees were confirmed.
Meeting dates confirmed as second Monday of month, unless it is a statutory holiday, then the meeting will move to the third Monday of month.
The rental policy was amended with respect to the use of the digital projector on/off site.

**03.10.19** **Motion**
Moved by Marg Dawson Seconded by Patricia Reed
That the rental policy be approved as amended
**Cd**

**CEO Report**

CEO/Librarian Kris Van Luven highlighted her report.
Kris Van Luven reported that the work on the Westwood ramp has been finished
Kris reported that the present furnace in Westwood was installed in 2012 by M. Findley.

**04.10.19** **Motion**
Moved by Margaret Dawson Seconded by Krista Rutherford
That the CEO Report be received.
Cd

**Committee Reports**

**Finance:**

The 2020 draft budget is due by November 28 and to be presented to Council on December 10, 2019.
Committee to meet with Kris to discuss budget.

**Personnel:**

No report – committee to meet in December

**Policy:**

No report

**Property**

Maggie Brickell indicated that a walk through of both sites to be done before budget is drafted

**Technology:**

No report

**05.10.19** **Motion**
Moved by Rodger Bonneau Seconded by Patricia Reed
That the Committee Reports be received.
cd

**New Business:**

Request was made for a volunteer to host the Remembrance Day reception in Westwood. Jane Bryenton to do so.
Volunteers were requested to assist with the Halloween party in Westwood. Mary Hay and Rodger Bonneau agreed to assist.

**Adjournment**

**06.10.19** **Motion**
Moved by Patricia Reed
That the meeting be declared adjourned.
cd

**Next Regular Board Meeting**
**Monday, November 11, 2019**
**Norwood Branch, 6:30 – 8:30 p.m.**

Mary Hay
Chairperson, Mary Hay

Jane Bryenton
Recording Secretary, Jane Bryenton