

**Asphodel-Norwood Library Board
Minutes of October 12, 2017 Meeting
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 October 12, 2017.

The following Board members were present: Debbie Lynch, Laurie Strawbridge, Tammy Bennett, Paula Warr, and Laurie Mulholland. CEO/Librarian Kris Van Luven was also present.

Call to Order

Chair Debbie Lynch called the meeting to order at 6p.m. and reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regards to any matter coming before the Board. There were no declarations.

01.10.17 Motion

Moved by Tammy Bennett Seconded by Paula Warr
That the Agenda be approved as amended.
Cd.

Approval of Minutes

02.10.17 Motion

Moved by Laurie Mulholland Seconded by Tammy Bennett
That the minutes for the Regular Board Meeting held September 14, 2017, be approved as amended.
Cd.

Business Arising from the Minutes

The ramp work has been attended to at the Westwood Branch. Greg Hartwick, Manager of Community Centre/Parks/Facilities has advised that payment for the ramp work at the Westwood Branch is being held back until the "pooling" issue is corrected.

Chairpersons Report

There has been a small refrigerator at the Westwood branch donated. The donator has already been thanked.

Debbie has donated bookmarks to promote the "Pumpkin Parade". These will be taken to the schools, Hucklebug and both library branches to be handed out.

03.10.17 Motion

Moved by Tammy Bennett Seconded by Paula Warr
That the Chairpersons report be received.
Cd.

CEO Report

Please see attached report.

04.10.17 Motion

Moved by Laurie Mullholland Seconded by Tammy Bennett
That the CEO report be received as circulated.
Cd.

Committee Reports:

Policy

Policies have been amended. Need to add policies to agenda of meetings. It will take awhile for the Board to go through all of the amended Policies. Laurie M. will send out a section about two weeks prior to each meeting.

Personnel

No report.

Property

No report.

Finance

If we are to get accredited we would need to add 1 "Open" hour a week in Westwood and 4 "Open" hours a week in Norwood. Kris will follow up with "Accredited" Libraries.

05.10.17

Motion

To change Saturday's hours in both branches to 10am-12pm in Westwood and 1pm-3pm in Norwood. Both shifts would be covered by the same staff person and would start in January 2018.

Moved by Laurie Mullholland Seconded by Tammy Bennett
Cd.

06.10.17

Motion

Moved by Laurie Mullholland Seconded by Paula Warr
That the finance report be received as circulated.

Cd.

Technology

No report.

07.10.17

Motion

Moved by Tammy Bennett Seconded by Laurie Mullholland
That all committee reports be received.

Cd.

New Business

Debbie will do a letter to the editor regarding the pumpkin parade. She has sent information to Jeff Dornan and Bill Freeman.

Westwood Remembrance Day luncheon: Library Board need to provide snacks and tea and coffee. Please drop off items at the Norwood or Westwood branch before the 11th. Items could also be brought to next board meeting.

Paula is speaking with Megan Murphy regarding a movie and speaking engagement for the library to offer as the final event of our "Seniors Lunch 'n Learn" grant programme. We as the Board would provide snacks for this event. Looking for a spring date.

08.10.17

Motion

Moved by Tammy Bennett Seconded by Laurie Mullholland
That the library board provide and decorate a tree for the "Trees 'n Twilight" Festival being held at the Norwood Town Hall from December 1 to 3, 2017.

Cd.

Chair Debbie Lynch declared the Meeting adjourned at 7:14 p.m.

Next Meeting

Westwood Branch

Thursday November 9, 2017

6:00pm to 8:00pm



Debbie Lynch, Chair



Laurie Strawbridge, Recording Secretary