

## **Argyle Community Library Board Meeting Minutes June 10th, 2014**

Present: Patti O'Handley, Burgi Zacherl, Sandi Johnson, Kim Summers, Charmaine Austin, Marva Jackson, and Jennifer Fry

Absent: Erin Lambert , Linda Keating, Glenna Cooper, Mike Legault

**Welcome:** to the Board Members from Patti O'Handley at 9:05 a.m.

**Minutes from May's Meeting:** Motion to accept May's minutes by Kim Summers and seconded by Marva Jackson. Carried.

**Treasurer's Report/Petty Cash:** See Treasurer's report. Balance of \$4197.60 Petty cash of a balance \$181.48. Moved by Marva Jackson and seconded by Charmaine Austin for the Treasurer's Report to be accepted as presented. Carried.

**Report to the CEO:** Jennifer updated members about the monthly library statistics.

### **Old Business from Minutes:**

**A. Volunteer schedule:** June's Schedule is all signed up by volunteers. July and August needs volunteers to sign up on the calendar.

**B. Wish List for Library:** An L-shape desk will be purchased at Staples for the cost of \$144.99 plus taxes. Motion to accept this purchase. Moved by Burgi Zacherl and seconded by Marva Jackson.

**C. Advertising:** Inquiring about a few updates throughout year and the cost for this service.

**D. Update to LSB:** None.

**E. Orders for Approval for payment:** Motion to approve payment of \$377.95. Moved by Kim Summers and seconded by Marva Jackson.

**F. Library Calendar:** volunteer shifts and library events will be sent out monthly

**G. Recycling of Batteries:** Raw Materials Company Inc., is an Environmental Company specializing in Battery Recycling. This company offers "Free" Battery Recycling Programs within Ontario. This includes the containers, transportation of the recycled batteries to the facility in Port Colborne. ACLB will offer recycling through the library to the local businesses to have the containers in their businesses, at the landfill sites, and here at the community

library. Businesses will be contacted about the service we will provide through the library.

**H. Handicap Entrance:** A solution is to bring back the buzzer. Sandi Johnson will inquire about this request.

**I. Photocopier for library/community usage:** Burgi Zacherl has placed a sign on the window for patrons to see the costs of these services. A new cash box is needed.

**J. TD Summer Reading Program:** Motion to approve the purchase of supplies for program and new books to run the reading program, moved by Kim Summers and seconded by Marva Jackson. The program will run from July 8 to August 12, every Tuesday from 10:30 – 11:30. Jennifer Fry will supervise the program this summer. Racquel Fry and Hannah Fry have volunteered to run the program.

**K. Capital Grant for funding:** annual survey to be completed by July. Jennifer and Burgi will complete survey together.

**I. Any other old business:** none

#### New Business:

**A. OLA Conference in September:** registration is open for the conference on September 23 & 24 in Sudbury. Booking your room early is suggested by the OLA. If we can have interested members contact Jennifer or Burgi, we can decide who the lucky volunteer is. Marva Jackson has volunteered to go, someone else can also sign up to go.

**B. Smokey the Bear Campaign:** Display the information and materials in the library for the summer. Use the activities for Smokey the Bear along with the TD Summer program.

**C. Summer Library Hours:** The community library will be open on Tuesday's from 9:00 – 12:00pm and open on Wednesday's from 9:00 -2:00 p.m. Ask Marla Booth to display new hours on the school's advertising board outside.

**D. Volunteers:** An email will be sent out with the calendar for the community library's events and dates for sign-ups. An assigned date will be set and an email will be sent out to request out to the members to re-vamp the library office over the summer.

**E. Giftcards:** In appreciation to Robert Fonk for all the assistance with technical issues that occurred over the year. In appreciation to Racquel and Hannah Fry for their time in organizing and running the TD Summer Program.

**F: Laptops:** Please return any laptops signed out to the library for Robert Fonk to update and prepare for the summer patrons to use in library.

**NEXT MEETING will be at a new scheduled time:**

**Meeting will be in the last week of August. An email will be sent out in regards to the date & time.**

**All the members on the argyle community board wish all our volunteers a wonderful summer.**

**This will be our last board meeting for the school year, please make the effort to join us for our next meeting.**

**ADJOURNMENT:** Motion to adjourn meeting. Moved by Kim Summers and seconded by Marva Jackson at @10:20 a.m. Carried