

Nan Boothby Memorial Library  
Minutes of Library Board Meeting  
September 19, 2002

PRESENT: Cheryl Sevrens - Chair  
Troy Adams - Trustee  
Adrian Dalwood - Librarian  
Murray Mitchell - Trustee  
Dick Broatch - Trustee  
Maura Maguire - A/Secretary  
Wendy Buckton - Friends of the Library Rep.

ABSENT: Jack Tennant - A/Vice Chair  
Judy Stewart - Town Representative  
Lesley Morasch - Secretary  
Alex Cathcart - Trustee

CALL TO ORDER: The meeting was called to order at 7:08 P.M.

APPROVAL OF THE AGENDA

Moved: Murray  
Seconded: Troy  
All in favour.

ADOPTION OF THE MINUTES:

Moved: Troy  
Seconded : Murray  
All in favour.

BUSINESS ARISING FROM THE ABOVE MINUTES:

a). Marigold Proposal - sub committee report

Discussion regarding pros and cons of the Marigold Proposal took place. Adrian is to investigate buying our own data base system and to find out the cost by the October meeting. At this time Troy is to complete a needs assessment. Discussion was postponed for the present time. It is important to know where the \$40,000.00 would come from.

MOTION: To accept the recommendation of the committee not to participate in the Marigold System.

MOVED: Maura  
SECONDED: Troy  
All in favour.

b). Collection Development.

Adrian advises that we have no idea of what we have or the software to discover it. Murray Wendy and Adrien will investigate more suitable software for October meeting.

c). Planning and Policies.

Judy and Cheryl are working on this - tabled until October.

d). Representative of "Friends".

Wendy will represent "The Friends". Dick and Jack will attend "Friends" meetings.

## REPORTS

a). Financial Report.

Adrien presented copies of the report.

MOTION: The Financial Report be adopted as read.

MOVED:

SECONDED: Maura

All in favour.

b). Librarian Report.

This was presented by Adrian. Discussion arose around a Nan Boothby Memorial Library website.

MOTION: Librarian Report to be adopted as read.

MOVED: Maura

SECONDED: Troy

All in favour.

MOTION: That Veritas Consultants Inc. be invited to make a presentation at the October meeting.

MOVED: Dick

SECONDED: Troy

All in favour.

c). Friends Report.

Adrien and Dick attended the last meeting of the "Friends". Adrien will contact someone re shelving for downstairs. A discussion took place about providing a glass cabinet for display purposes. The book sale is coming up. Community Services could be accessed to move boxes for the sale.

NEW BUSINESS

a). Ann Pederson Appreciation.

"Friends" will take care of this and will combine it with Volunteer Appreciation and Christmas (late November).

b). Financial Accounting Package and Implementation.

MOTION: That the Cochrane Library Board retain the services of Lanna Murray of Databridge Company to implement a set of **Electronic Financial Statements** (limit \$1,000.00).

MOVED: Maura

SECONDED: Dick

All in favour.

c). Committee Chairs.

Committee Chairs were requested to compile terms of reference for their respective committees and, if possible, present to the next board meeting for approval.

d). Thank-you.

Lesley is to write a letter or card of appreciation on behalf of the board to Elvia Peakoe and Wayne Helland and provide, through Adrien, each a library card.

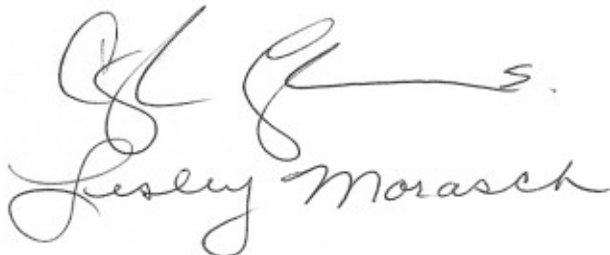
MOTION: To develop protocols for representative from the public attending board meetings. To be presented at the October board meeting.

MOVED:

SECONDED:

All in favour.

MOVED: To adjourn the meeting at 10:03 P.M..

  
Lesley Morasch