

**Nan Boothby Memorial Library
Cochrane Library Board
Minutes
November 20, 2003**

Present

Maura Maguire – Chairperson
Jack Tennant – Vice Chairperson
Troy Adams – Treasurer
Dick Broatch – Trustee
Murray Mitchell – Trustee
Truper McBride – Trustee, Town
Adrian Dalwood -- Librarian

Absent

Lesley Morasch – Secretary
John Calhoun – Trustee

1. Call To Order – 1915 hrs.

2. Approval of the Agenda

Motion: to approve the agenda –Troy Adams

Second: Murray Mitchell

ALL IN FAVOR

3. Adoption of the Minutes

Motion: to accept the Minutes –Truper McBride

Second: Murray Mitchell

ALL IN FAVOR

4. Business Arising From The Minutes

a) Marigold Presentation – Rowena Lund

Information about the Marigold library program was presented. A number of questions and concerns were raised and discussed. During the Marigold presentation, questions and concerns were raised and discussed. The Marigold presentation concluded at 2010 hrs. The board decided that more time was needed to discuss the economics and rewards of the program. Tabled for next meeting.

5. Reports

a) Treasurer's Report

Motion: to accept the Treasurer's Report – Murray Mitchell
Second: Dick Broatch
ALL IN FAVOR

b) Strategic Planning – No report

c) Collection Committee – No report.

d) Building Committee – Adrian Dalwood

Adrian reported an incident of vandalism where the library was paint balled. The Town was contacted and the paint was removed. There was only minor damage.

Adrian also requested board approval to purchase a new DVD/VCR for a total no more than \$500.00.

Motion: to approve the purchase of a new DVD/VCR for a total cost of no more than \$500.00 – Murray Mitchell
Second: Dick Broatch
ALL IN FAVOR

e) Librarian's Report – Issued to all members.

f) Friend's Report – No report.

g) Fund Raising Report – No report.

h) Town Report – Truper McBride

Truper reported that the budget discussion has been put off until January. He will inform the board as to the new date and time.

i) Policy and Procedure Report – Maura Maguire

Maura suggested that a letter be sent to Mayor Stewart thanking her for her work on the *Policy and Procedure Manual*.

Motion: to send a letter to Mayor Stewart thanking her for her work on the *Policy and Procedure Manual* – Murray Mitchell
Second: Troy Adams
ALL IN FAVOR

j) Board Room Update – Dick Broatch

Dick reported that the new board room tables and chairs have arrived and are in place. The white board and the oak cabinet are to be delivered and installed next week. The lectern is also scheduled to be delivered next week. A cheque to Bud's Office Furniture was issued in the amount of \$5,874.09.

7. Correspondence

A letter from C.U.P.E. was received regarding the missing of the deadline and requesting a response.

Motion: to receive the C.U.P.E. correspondence – Truper McBride
Second: Troy Adams
ALL IN FAVOR

Motion: to respond to C.U.P.E. correspondence – Troy Adams
Second: Truper McBride
ALL IN FAVOR

8. In Camera – 2145 hrs.

Motion: to go in camera – Dick Broatch
Second: Troy Adams
ALL IN FAVOR

Motion: to move out of camera at 2230 hrs. – Troy Adams
Second: Truper McBride
ALL IN FAVOR

9. Adjournment – 2245 hrs.