

Carlow/Mayo Public Library – Minutes

Meeting held at 10:30 a.m. @ Carlow/Mayo Township Office on Wednesday February 6, 2013

Present: Laura Loney, Cathy Trimble, and Terry Spence, Megan Trolley, Eldon Stewart, Arlene Cox, Township Clerk, and Lisa Resmer, Vice Principal, Hermon Public School

Regrets:

Staff: Laurie Cannon C.E.O./Librarian

1. Approval of Agenda

Resolution # 13-04

Moved by: Terry Spence

Seconded by: Eldon Stewart

That the Agenda be accepted as presented.

2. Approval of the Minutes

Resolution # 13-05

Moved by: Cathy Trimble

Seconded by: Megan Trolley

That the minutes of the January 9, 2013 meeting be accepted as presented.

3. Business Arising From Minutes

- First Aid Course – March 7 & 8 @ 9:00.a.m. at Mayo Community with Jane Underwood.

4. Financial Report

- The Friends of the Carlow/Mayo Public Library account has a total balance of \$672.02
- The Carlow/Mayo Public Library General Account has a total of \$17,133.50 as of January 31, 2013.
- C.E.O. Purchasing: In January, five cheques were issued. Cheque # 1300 in the amount of \$162.92 was issued to Scholastic Canada Ltd. For materials, Cheque # 1301 was issued to Bell Canada in the amount of \$79.30. Cheque # 1302 to Receiver General for payroll remittance in the amount of \$65.93; Cheque # 1303 in the amount of \$729.00 to Laurie Cannon for wages and reimbursement for tonner for the printer in the amount of \$101.69; Cheque # 1304 to Scholastic Canada Ltd for materials in the amount of \$39.98. There was also had two automatic withdrawals, one for \$73.44 to Xplornet for our internet and to TD Canada Trust for more cheques and that order came to \$ 126.93. The total expenses paid for January 2013 was 1,277.75.

Resolution # 13-06

Moved by: Cathy Trimble

Seconded by: Terry Spence

That the financial report be accepted as presented.

5. C.E.O. Report

- Circulation Report – In the month of January, we had 704 pieces in our collection signed out. There were 34 seniors that visited 85 adults, 86 students and 10 children. We had 97 patrons use our computers and 66 patrons bring in their own wireless devices.
- Public Library Operating Grant – We received word that our PLOG was approved and we will receive \$3,258.00.

6. Correspondence

7. New Business

- Community Partnership: Hermon Public School/Township of Carlow/Mayo Shared Use Library – Lisa Resmer, Vice Principal of Hermon Public School came to discuss the breakdown of the agreement between the two parties.
- E-readers & Copyrights – Cathy had been in contact with a couple of libraries regarding their policy on copy right infringement. There is a debate on whether it is ok to download materials onto e-readers and lend e-readers through the library. Some publishers are putting a complete hold on it and others are giving out guidelines as to how many usages you can have before you have to purchase the materials again. It was decided we would go ahead and load ours and see the outcome.
- Website – The website was officially launched on February 5 2013. The URL for our new site in conjunction with the Township is www.carlowmayo.ca. The Library launch took place @ 7:00 p.m. on February 5 at the library and due to weather not many made it out.
- Domain Name – Our domain name www.carlowmayopubliclibrary.ca is up for renewal. It was agreed to cancel the domain name for the time being. This saves over \$130.00.

The meeting was adjourned at 11:55 a.m. by Terry Spence

Next meeting date Wednesday March 6, 2013 at 1:00 p.m. @ Carlow/Mayo Township Office.