



**Town of Hinton
HINTON MUNICIPAL LIBRARY BOARD
Regular Meeting
October 16, 2013**

4:15 pm, Teck Coal Room, Hinton Municipal Library

PRESENT: F. Hanington, P. Latimer, J. Macridis, J. Neale, J. Waymark, P. Wilkinson

EXCUSED: J. Kreiner

RECORDER: J. Waymark

ALSO PRESENT: H. Wilderdijk

ORDER: Vice Chair Neale called the meeting to order. The time was 4:17 pm.

ADOPTION OF AGENDA:

HANNINGTON – That the Agenda be adopted as printed.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES:

MACRIDIS – That the Minutes of the Board Meeting of Sep. 18, 2013 be adopted as printed.

CARRIED UNANIMOUSLY

BUSINESS ARISING: None.

CORRESPONDENCE:

1. From LAA - Advocacy paper

WAYMARK – That the correspondence be accepted for information.

CARRIED UNANIMOUSLY

REPORTS:

The Treasurer's Report was presented by H. Wilderdijk:

Total funds deposited to account to Oct. 15, 2013	\$23,532.72
Total accounts payable for October 2013:	\$ 6,871.47

WILKINSON - That we accept the Treasurer's Report and that the Accounts for October in the amount of \$6,871.47 be paid.

Seconded by Hanington.

CARRIED UNANIMOUSLY

Statistics for September 2013

- Memberships registered: 968
- Circulation to local users: 4,978 items
- ILL/Resource sharing: Loaned to other Libraries: 1,506 items; Borrowed for local patrons: 616 items
- Internet use: 209; CAP 88; Members 121
- Teck Coal room use: 50 hours at no charge
- Overdrive downloads of eBooks and audio books: 342

An overview of the program participation was included, and will from now on become part of the Statistics:

- Three Bridge the Gap programs with 20 seniors and children participating at each.
- Adult programs: 19 participants
- Archive program: 15 participants
- Pre-school programs: 44 children
- School-age programs: 26 youth

LATIMER – That the Statistics be accepted for information

CARRIED UNANIMOUSLY

Librarian's Report

October is Library Month in Canada, and Hetty was interviewed by the radio to elaborate on the value of libraries. She was also interviewed by The Voice regarding her upcoming retirement.

- Yellowhead County Library Board invites Board members to attend the next networking meeting on Oct. 22 in Wildwood. The meeting will run 12noon to 3:30pm.
- Edson Library hired a new Librarian and Hetty spoke to her on the phone and invited her for a visit. Hetty also coached the newly hired Librarian in Drayton Valley with issues related to their agreement with Brazeau County.
- The Grande Yellowhead Literacy Coalition met and plans are under way to make a big splash on the importance of literacy on Family Literacy Day, Jan 27, 2014. There is a push to develop collections to accommodate our extensive immigrant population.
- Programs are keeping staff busy. The Teck Coal room is well used and the relationship with Hinton Adult Learning is working well. The new Lego club has resulted in some much appreciated Lego donations. Armchair Travellers will feature Bill and Marilyn Bulger on November 4. It was February 1994 when Bill and Marilyn did the very first installment of Armchair Travellers making this a 20-year program next year.
- The Whisky Jack Club's Dave Hobson will talk about the effect of the Whitenose Syndrome on bats on Oct. 16.
- The Library's Snapshot Day is on Tue Oct. 29. Board members are invited to help with taking pictures and also to get a look behind the scene on the work the staff does.
- On Oct. 30 the Library will host a Block Party with its neighbours from Recreation, FCSS, Adult Learning and the Guild from 12 – 2pm with lunch, relationship building and having fun.
- On November 1 Hetty will celebrate 30 years on the job and will start that day with breakfast with her staff.
- There is an identified need to train more staff on all those different pieces of equipment we have, such as the SmartBoard and laminator and that will happen soon.
- Hetty was the guest speaker at the Harvest Supper in the Hinton Centre. Several individuals asked for a copy of her speech.

- Friday Hetty will attend the YRL Librarian's meeting. There is a full agenda, with all sorts of issues to be dealt with and Librarians will get an update from the Public Library Services Branch.

HANINGTON - That the Librarian's Report be accepted for information.

CARRIED UNANIMOUSLY

OLD BUSINESS:

1. **Succession Planning.** Hetty thanked Julie for her contribution to the hiring process and working with Gordie Lee. Four applications were received to date and Board members will look them over and advise the Town's HR department.

NEW BUSINESS:

1. **Plan of Service Review.** A discussion followed on the relevancy of the goals and the reporting of the outcomes with the Statistics.
2. **Policy change request.** The current Policy states that "The Library will refund the cost of library material up to three months after it was declared lost." Current Polaris practice deletes a record from the database after one month of it being declared lost. Staff members have requested the Policy to be updated accordingly.

MACRIDIS – That Policy 33 d will be changed to read "The Library will refund the cost of library materials up to one month after it was declared lost".

CARRIED UNANIMOUSLY

3. **Board member recruitment.** Six applications for four positions have been received. A discussion followed.
4. **November meeting date.** Consensus was reached for the November meeting date to be November 13 instead of November 20.

OTHER QUESTIONS / COMMENTS: None

TOWN COUNCIL UPDATE: Councillor Macridis shared recent events at Town Council such as the Canadian Association of Petroleum Producers giving an update; the Chamber of Commerce, CEAC and Long-term care committee visits and discussions.

AGENDA ITEMS FOR NEXT MEETING, Wednesday November 13, 2013

1. Organizational meeting – introduction of new Board members
2. Head Librarian Succession Planning
3. Plan of Service and Board Policies discussion
4. 2014 Budget discussion

WHAT BOARD MEMBERS HAVE READ

“**Russka**” by Edward Rutherford (Peter); “**Sarum**” by Edward Rutherford (Fran); Stories by M.C. Beaton (Pat); “**Mark’s story**” by Tim LaHaye and Jerry B. Jenkins, “**Paradox of power**” by Pat Williams and “**Eat, pray, love**” by Elizabeth Gilbert (Jane M.); “**How the light gets in**” by Louise Penny and “**Story of beautiful girl**” by Rachel Simon (Judy); “**Road from Gap creek**” by Robert Morgan and “**Jack of diamonds**” by Bryce Courtenay (Hetty); “**Shadow tracer**” by Meg Gardiner and “**Daddy’s gone a hunting**” by Mary Higgins Clark (Julie).

NEXT MEETING

The next regular scheduled meeting is on Wednesday November 13, 2013.

ADJOURNMENT

– That the meeting be adjourned.

CARRIED UNANIMOUSLY

The time was 5:50 pm.

CHAIRMAN