



**Town of Hinton
HINTON MUNICIPAL LIBRARY BOARD
Organizational Meeting
November 9, 2015
4:30 pm, Teck Coal Room, Hinton Municipal Library**

PRESENT: H. Smit, T. McHugh, P. Wilkinson, L. Beamish, M. Young

ALSO PRESENT: T. Million, P. Stewart

REGRETS: S. Koopmans

ORDER: Chair Smit called the meeting to order. The time was 4:36 pm.

ADOPTION OF AGENDA:

MCHUGH – That the Agenda be adopted as amended.

CARRIED UNANIMOUSLY

WELCOME: New board members welcomed, and all board members introduced.

ORIENTATION TO THE LIBRARY BOARD:

Overview of Library Board roles and responsibilities presented by Tara.

YOUNG – That the Organizational Meeting move In Camera. The time was 5:05.
Seconded by BEAMISH.

YOUNG – That the regular Organizational Meeting resume. The time was 5:10.
Seconded by MCHUGH

MILLION assumed duties as Chair for Election of Officials.

ELECTION OF OFFICIALS:

1. Board Chair:

MCHUGH nominated HANK SMIT for Chair. Seconded by WILKINSON. Nomination accepted.

No other nominations.

SMIT acclaimed as Chair.

2. Vice Chair:

BEAMISH nominated PETER WILKINSON for Vice Chair. Seconded by MCHUGH. Nomination accepted.

No other nominations.

WILKINSON acclaimed as Vice Chair.

3. Secretary:

SMIT nominated TERRI MCHUGH for Secretary. Seconded by YOUNG. Nomination accepted.

No other nominations.

MCHUGH acclaimed as Secretary.

Chair SMIT assumed duties as Chair for remainder of meeting.

APPOINTMENT TO YRL BOARD:

MCHUGH – That the Library Board recommends that Hank Smit remain as YRL Board rep for the Hinton Municipal Library for the coming year, with Terri McHugh as his alternate. Seconded by YOUNG.

CARRIED UNANIMOUSLY

Tara to forward this recommendation to Council for appointment decision.

SIGNING AUTHORITY MOTION:

YOUNG – That Hank Smit, Peter Wilkinson, and Tara Million have signing authority for Library accounts. All cheques to have dual signature with Library Manager being one of the signatures.

Seconded by **BEAMISH.**

CARRIED UNANIMOUSLY

SET MEETING DATES AND TIMES:

- Starting January 1st 2016, Library Board meetings will be held the 4th Monday of each month starting at 4:30 p.m. No meetings will be held in July or August.
- There will be no meeting held in December 2015.

PROPOSE TIMES FOR MEETING WITH COUNCIL RE. BYLAW:

- Decision to propose a time in conjunction with scheduled Standing Committee meeting, as all Council and Administration would be available. Proposal for December 8th, 2015 agreed. Tara will communicate that to Laura for scheduling.

CHRISTMAS & NEW YEAR'S HOURS:

- Review of options for Library hours during the 2015 Christmas/New Year's holidays.

YOUNG – That the Library Board approves Option 1 as presented and recommended.

Seconded by **MCHUGH.**

CARRIED UNANIMOUSLY

ADJOURNMENT

MCHUGH – That the meeting be adjourned.

CARRIED UNANIMOUSLY

The time was 5:39 pm.

CHAIR

