

Springwater Library Board Meeting  
April 13, 2010 – Midhurst Branch 7pm

Attendance: Reet Skelton  
Katy Austin                      Marg Campbell  
Rosemary Johnston      Donna Kenwell  
Dave Snedden                  Muriel Van Vugt  
Linda Collins, Council representative  
Reg Cowan, Council representative

Also present: Lynn Patkau, Chief Librarian

1. Call to order:

*Moved by:* Reg Cowan

*Seconded by:* Muriel Van Vugt

10-12

That the meeting of the Springwater Township Public Library Board come to order at 7 p.m.

Carried

2. Work plan – Staffing analysis and planning. - Discussion ensued around the clarification of the workflow audit and service priorities.

3. Approval of the minutes:

*Moved by:* Dave Snedden

*Seconded by:* Rosemary Johnston

10-13

That the minutes of the Springwater Township Public Library Board meeting held on March 9, 2010 be approved as amended.

Carried

4. Matters arising from the minutes:

- a. Revised borrowing policy: In light of the recent comments regarding overdue DVD fines and the lack of current contract with Oro-Medonte, the policy committee has updated and reworded the borrowing policy. Effective immediately videos and DVDs will not have fines applied until opening on the next business day after date due. This will allow people to return items in the bookdrop after closing on the day that they are due back. Information regarding this change will be publicized and patrons will be advised that they may renew rentals in person, over the phone or on-line as long as there are no other requests.
- b. Elmvale basement update:  
Drawings have been received from John Jeffery and passed on to Ron Belcourt. The project should be completed by July 9, 2010.  
Discussion for potential uses of the room: student coffeehouse, movie nights, archives ...

- c. Website: Our new website is now up at [www.olsn.ca/springwater](http://www.olsn.ca/springwater). This link can also be found on websites of both Springwater and Tiny Township. The new IT person, who was hired through the Ministry grant, will be making some recommendations for upgrading. Board members were encouraged to check it out.
- d. Oro-Medonte: Lynn will assign a staff person to prepare a power point presentation to be used for a deputation to Oro/Medonte to encourage renewal of their contract with Springwater Library next year. The draft power point will be brought to the May board meeting for review.
- e. Clarification of measurable goals – Lynn asked for clarification on one of the goals set by the Board.

5. Librarian's report:

- a. Regular report was reviewed.
- b. OLA Conference report. "Leadership by Design" information about library board training and resources was passed out.

6. Correspondence:

One piece of correspondence received through Councillor Linda Collins was discussed in business arising. See item 4a above.

7. Accounts / Finance:

- a. Monthly statement was distributed.
- b. Finances for this year's budget – for discussion in May

8. New Business

- a. Borrowing Policy: see item 4a above

9. Next meeting: May 11, Elmvale Branch at 7pm.

10. Adjournment:

*Moved by:* Rosemary Johnston

10-14

That the meeting of the Springwater Township Public Library Board adjourn at 9:05 p.m.

Carried

Minutes adopted  
May 11, 2010

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(Board chair)