

**APPROVED**

**FORT ERIE PUBLIC LIBRARY  
REGULAR BOARD MEETING  
CENTENNIAL BRANCH BOARDROOM  
MINUTES  
March 15, 2016**

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>
Patrick Baichoo	Mary Hesser
Ken Burden	George McDermott
Larry Graber	Terry Moore
Susan Jovanovic	
Gerard McCutcheon	
Barbara Ruegg	
<b>STAFF PRESENT</b>	<b>GUESTS PRESENTS</b>
Craig Shufelt, CEO	
Maria Brigantino, Business Administrator	
<b>DELEGATES PRESENT</b>	<b>GUESTS PRESENTS</b>
<b>AUDIENCE – NUMBER OF PEOPLE IN ATTENDANCE</b>	<b>GUESTS PRESENTS</b>
0	

The meeting was brought to order by the Chair at approximately 5:38 p.m.

**1. APPROVAL OF AGENDA**

**1.1 Approval of Agenda**

16-021 Moved by: Susan Jovanovic  
Seconded by: Patrick Baichoo

That the Agenda of the March 15, 2016 Regular Board Meeting be approved as presented.

Carried

**2. DECLARATION OF CONFLICT OF INTEREST**

None.

**3. DELEGATIONS**

None.

**4. CONSENT AGENDA**

- 4.1 Approval of Minutes: Regular Board Meeting, February 16, 2016**
- 4.2 Report # FIN-16-003: Confirmation of Accounts**
- 4.3 Report # CEO-16-008: Circulation for February**
- 4.4 Report # CEO-16-009: Friends of the Library February Minutes**

16-022            Moved by:     Ken Burden  
                      Seconded by:  Barb Ruegg

That Consent Agenda Items 4.1, 4.2, 4.3, and 4.4, of the March 15, 2016 Regular Board Meeting be approved as presented.

Carried

**5. BUSINESS ARISING FROM PREVIOUS MEETING**

None.

**6. FINANCIAL REPORTS**

None.

**7. ACTIVITY REPORT**

**7.1 Library Activity Report # CEOACT: 16-003**

16-023            Moved by:     Gerard McCutcheon  
                      Seconded by:  Ken Burden

That the Library Activity Report # CEOACT: 16-003 March 15, 2016, be accepted.

Carried

A copy of Report #CEOACT: 16-003 was circulated to Board members for information. There was no business arising from the report.

**8. NEW BUSINESS**

8.1 Library Board Evaluation – April 2016

The Chair of the Board circulated a copy of the semi-annual Library Board evaluation form. Library Board Members were asked to complete the survey and return it to Gerry McCutcheon, Vice Chair at the April Board Meeting. The Vice Chair will provide the combined results of the survey at the May Board Meeting.

**9. POLICY & BY-LAWS**

None.

**10. ENQUIRIES BY MEMBERS**

An enquiry regarding the disaster recovery protocol for the Library’s computer systems was made. The CEO will provide the Board with this information at the next meeting.

**11. MEETINGS**

11.1	Regular Meeting of the Board	Tuesday, April 19, 2016 5:30 p.m. Centennial Boardroom
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**12. CLOSED SESSION**

None.

**13. ADJOURNMENT**

On a motion from Barb Ruegg, the meeting was adjourned at approximately 6:12 p.m.

The undersigned have reviewed the unapproved Minutes of the March 15, 2016, Regular Board Meeting in preparation for distribution to the Municipal Council of the Town of Fort Erie.

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Larry Graber, Chair

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Craig Shufelt, CEO