

**1. CALL TO ORDER:** 5:00 p.m.

**PRESENT:** Board Members: N. Bowman, J. Cullen, P. Deery, C. Hannah, C. Quick, R. Sands  
C. TeKamp, L. Wales, M. Wicklum. Staff: L. Chadwick.

**2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):**

N. Bowman introduced the Board members to the auditor, Brent Wilson, from Collins Barrow.

**3. APPROVAL OF THE AGENDA**

Moved by C. TeKamp and seconded by P. Deery. Carried.

**4. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST:** None.

**5. 2015 AUDITOR'S REPORT:**

B. Wilson from Collins Barrow presented the 2015 audited financial statements.  
Questions and discussion followed.

Moved by P. Deery and seconded by C. Quick "That the Brockville Public Library Board approves the 2015 audited financial statements as presented."

**6. CONSENT AGENDA:**

- a. April Board minutes.
- b. April statistics and financial statement.
- c. April/May CEO report.
- d. Friends of the Brockville Public Library minutes.

Moved by L Wales and seconded by P. Deery ..."That the Brockville Public Library Board accepts the consent agenda which includes the April Board minutes, April statistics, April financial statement, the April/May CEO report and the Friends of BPL minutes." Carried.

**7. FOR DISCUSSION/DECISION**

- a. Human Resources Policy – final draft:

Moved by L. Wales and seconded by P. Deery ... "That the Brockville Public Library Board accepts the Human Resources Policy 9 as discussed." Carried.

- b. Records Management Policy – first draft:

Following discussion and suggested revisions, a second draft of this policy will be tabled at the June 2016 Board meeting.

- c. OLA Conference 2017:

L. Chadwick will proceed with advance reservations to secure accommodations.

**8. FOR EXPLORATON**

- a. Earning Capacity for Non-Profits Project – N. Bowman:  
N. Bowman provided an update on the progress of this project.
- b. Children’s Room Makeover: - update:  
L. Chadwick discussed the status of the procurement process for children’s room.
- c. Fund Development – update:  
The next meeting of this committee will be held on June 2, 2016. The committee is still planning for a September launch of the annual giving campaign .
- d. Advocacy: sharing|promoting|celebrating BPL:  
Upcoming launch events on Friday, June 3, 2016 in honour of the Rotary and City funding for the Children’s Room and the MAPsack Project funded by Healthy Kids Community Challenge of Leeds & Grenville.

**9. ITEMS FOR NEXT AGENDA**

- a. 2015 Annual Report
- b. Records Management Policy (new) - final draft.
- c. Programming, Events, Outreach Policy (update) – first draft
- d. Social Media Policy (update) – first draft
- e. Strategic Plan (update)

**10. PRIVATE SESSION**

Moved to private session by L. Wales at 6:15 p.m. to discuss a personal matter. Out of private session at 6:45pm. Moved by P. Deery.

**11. MEETING EVALUATION:** Waived.

**12. ADJOURNMENT:** Moved by M. Wicklum at 6:50 p.m.

**NEXT MEETING:** Monday, June 27, 2016 at 5:00 p.m. at the Library.