

**South Shore Regional Library Board Meeting, November 17, 2009, 6:00 p.m.,  
Administration Office, Hebbville**

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*The South Shore Regional Library Board administers South Shore Public Libraries.  
South Shore Public Libraries celebrate reading, discovering, learning and sharing.*

Present: Mr. Tom Sheppard, Chair  
Mr. David Brattston  
Ms. Cynthia Bruhm  
Councillor Randi Dickie  
Councillor Patrick Hirtle  
Mrs. Marie Hogan Loker  
Mrs. Susan MacLeod  
Mr. Alan Wilson  
Mrs. Shelley Zwicker  
Ms. Cathy MacDonald  
Mr. Jeff Mercer  
Ms. Cheryl Stenström, Secretary/Treasurer  
Mrs. Lynn Robart, Recorder

Regrets from: Councillor John McGee, Councillor Robert Myra, Councillor Eric Hustvedt,  
Mr. Don Zwicker, and Mrs. Wilma Stewart-White

Janet Wells represented the Staff Association.

MINUTES

The October 20, 2009 Minutes were circulated with Notice of Meeting with a correction of two nay votes on the Motion regarding the Greenfield Resource Center.

Motion: “THAT the South Shore Regional Library Board accepts the minutes of October 20, 2009 as circulated with correction.”

HIRTLE/Hogan Loker All in favour. Motion carried.

We were advised on an error in the October 6, 2009 minutes from the Provincial Library regarding 2009-2010 Provincial Budget.

Motion: “THAT the South Shore Regional Library Board corrected the October 6, 2009 minutes to read ‘One million-dollars in additional base funding for all public libraries....’

WILSON/Hirtle All in favour. Motion carried.

PUBLIC RELATIONS REPORT – November 2009 - circulated with notice of meeting

LBANS REPORT

It was reported that a meeting was held with the Minister of Education, Marilyn More. Minister More seemed to understand the position of LBANS. The Minister of Education attended the recent LBANS Conference. Patricia McNamera received the Merit Award from LBANS. The Web site 'standupforlibraries.ca' is now the official web site for LBANS. Mary McLellan is the incoming President of LBANS.

PROVINCIAL APPOINTEES REPORT – FALL 2009 – circulated with notice of meeting

LUNENBURG COUNTY LIFESTYLE CENTRE UPDATE

A recent joint meeting of both Councils (Town of Bridgewater and Municipality of the District of Lunenburg) was held to form the Lunenburg County Lifestyle Municipal Corporation. An accounting firm has been appointed.

STAFF ASSOCIATION REPRESENTATIVE

Janet Wells, representing the Staff Association, reported that the Staff Association was moving forward and that their next meeting will be in January 2010.

NSLA/LBANS CONFERENCE 2010

The first meeting for the upcoming 2010 conference was held in October where a theme was selected "Living Well by the Sea"; bookmarks were circulated at the 2009 Conference in Yarmouth. The next meeting for some solid planning will be held in the very near future.

ADOPT-A-BOOK UP-DATE

It was reported that we have 202 books adopted = \$4,426.15.

GREENFIELD RESOURCE CENTER UPDATE

It was reported that Richard Freeman from the Greenfield Community Resource Center Society and the South Shore Regional Library Board have signed the Memorandum of Understanding (MOU). It is expected that the South Shore Regional School Board and the Region of Queens Municipality will also sign before it will be sent to the Minister of Education.

FRIENDS MEETING UPDATE

The Board was informed that six to eight people had replied to Chair Sheppard's letter expressing interest in forming a Friends of South Shore Public Libraries group. They will be meeting in early December to discuss the formation.

OTHER

- The SSPL has been shipping book donations and discarded library material to a 'used' book collector called Better World Books in Indiana. They resell the books to Amazon and other book sellers. The first shipment was sent in August and the first quarterly payment of \$255.00 was received. This incurs no extra costs to the library.
- Mobile Update – the generator for the new mobile will be arriving in Yarmouth tomorrow. The new mobile is expected to be completed by the end of February.

2<sup>ND</sup> QUARTER VEHICLE REPORT – circulated with Notice of Meeting

Motion: "THAT the South Shore Regional Library Board receive the 2<sup>nd</sup> Quarter Vehicle for July-September 2009."  
HOGAN LOKER/Bruhm All in favour. Motion carried.

AD HOC PERSONNEL COMMITTEE REPORT

The Committee met before the regular meeting to review the draft Respectful Workplace Policy. The new draft will be circulated electronically to the board for final review and discussion at the next meeting.

Also, the Committee discussed a letter from the Staff Association requesting changes in the Personnel Policy regarding scheduling.

The committee recommended the following changes:

Motion: "THAT the South Shore Regional Library Board request the following changes to the Personnel Policy: staff will not be called in for less than three hours; the best practice will be that the work schedule be made and posted at least one month in advance; in the same spirit, once the work schedule is posted, any changes to the schedule will be communicated to the employee verbally and by email before the changes are made"  
WILSON/Hirtle All in favour. Motion carried.

DECEMBER 24<sup>TH</sup> AND DECEMBER 31<sup>ST</sup>

Motion: "THAT the South Shore Regional Library Board will closed all day on December 24th and December 31st.  
HOGAN LOKER/MacLeod One nay. Motion carried.

SSPL POSITION APPROVAL

A proposed Library Page position was circulated with Notice of Meeting.

Motion: "THAT the South Shore Regional Library Board approved the Library Page position as circulated."  
WILSON/Bruhm All in favour. Motion carried.

NOMINATIONS FOR SSRL BOARD COMMITTEES

A number of Board Committees vacancies were circulated with Notice of Meeting.

Motion: "THAT Councillor Patrick Hirtle be nominated to the Executive Committee."  
BRUHM/Hogan Loker All in favour. Motion carried.

Motion: "THAT Mr. David Brattston be nominated to the Salaries/Wages Committee"  
BRUHM/Hirtle All in favour. Motion carried..

Motion: "THAT Ms. Shelley Zwicker be nominated to the Community Liaison Committee."  
BRUHM/Hogan Loker All in favour. Motion carried.

Motion: "THAT Mr. Alan Wilson be nominated to the Finance Committee"  
BRHUM/MacLeod All in favour. Motion carried.

OTHER

- A request for vacation carry over for more than five days as stated in the Personnel Policy was presented. The Supervisor approves the requested carry over.

Motion: "THAT the employee request of vacation carry over be approved."  
BRUHM/S. Zwicker All in favour. Motion carried.

- A request was made to do a follow-up on Board representation from the Town of Lunenburg. Board agreed that Chief Librarian contact Councillor John McGee, our present representative and

then follow it with a letter to Town of Lunenburg Council.

DATE, TIME AND PLACE OF NEXT MEETING:

Next regular meeting will be January 19, 2010 at the Hebbville Administration 6:00 p.m..

ADJOURNMENT

Mr. Alan Wilson moved the meeting to be adjourned.

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Tom Sheppard, Chair

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Cheryl Stenström, Secretary/Treasurer