

SOUTH SHORE REGIONAL LIBRARY BOARD GENERAL MEETING, MARGARET HENNIGAR PUBLIC LIBRARY
NOVEMBER 17, 2015; 6:00 p.m.

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

Present: Mr. Patrick Hirtle, Chair
Mrs. Cindy Bruhm, Vice Chair
Dr. David Brattson
Councillor Eric Hustvedt
Ms. Sara Lochhead
Ms. Marie Hogan Loker
Councillor Susan MacLeod
Councillor Jennifer McDonald
Councillor Robert Myra
Ms. Phyllis Price
Mr. Tom Sheppard
Mr. Jeff Mercer
Ms. Christina Pottie
Mr. Troy Myers, Secretary/Treasurer
Ms. Lynn Robart, Recorder

Mr. Ken Malcolm representing the Staff Association.

Regrets from: Ms. Wilma Stewart-White, Mr. Mark Taylor, Councillor Kelly Wilson, Mr. Alan Wilson and Ms. Brittany Hachey.

Chair Patrick Hirtle welcomed our newest Board Member Sara Lochhead, representing the Town of Lunenburg. Also, reappointed was Councillor Eric Hustvedt, Municipality of the District of Lunenburg (replacing Councillor Frank Fawson) and Councillor Robert Myra, Municipality of the District of Chester.

MINUTES

Motion: "THAT the South Shore Regional Library Board accepts the minutes of the October 20, 2015 as circulated."
PRICE/Hogan Loker All in favour. Motion carried.

LUNENBURG COUNTY LIFESTYLE CENTRE LEASE UPDATE

Chris McNeill, Municipal Affairs Advisor, Province of Nova Scotia met with Patrick and Troy regarding the lease, then met with representatives from the Town of Bridgewater. A meeting with LCLC representatives is scheduled and then a joint meeting with all three parties will be facilitated by Mr. McNeill.

LBANS REPORT

SSPL needs a representative at the LBANS table. The next meeting is Saturday, November 21, at 10 am at the Douglas Recreation Centre in Truro.

STAFF ASSOCIATION REPRESENTATIVE

Ken reported that the Staff Association recently met and are working on having membership being aware of what is in the associations' bylaws and constitution and communication within the association.

LUNENBURG ACADEMY

A committee has been formed to proceed with the move of the Lunenburg Library to the Lunenburg Academy; our SSPL members will be Troy, Patrick and Marie. The Town of Lunenburg is appointing members from their council and will call the first meeting soon.

MOBILE STOP

Christina has been in contact with Lisa Flemming at the Bridgewater Mall to reconnect after their first meeting regarding the mobile stop and Councillor MacDonald will follow up with Lisa as well.

LAWRENCE HILL VISIT

Jeff highlighted items from the Lawrence Hill Gala Event communications plan, tickets are still available!

REVIEW OF STRATEGIC PLAN

Christina Pottie reported that she has completed a facilitation course that will aid her in heading up our Strategic Plan. She has produced a timeline for completion of this project and hopes it can be completed by the end of February. Marie Hogan Loker and Phyllis Price have volunteered to be on the initial committee to start the process.

SSPL POLICIES REGARDING LEASE

Dr. Brattston had some concerns of the issues in the lease that might be in conflict with some of our SSPL Policies. Troy has reviewed the policies. He felt that the Behaviour Policy regarding "no pets allowed" should be reviewed. There were also concerns regarding peddling on the premises and authors being restricted in selling their materials.

AMENDMENT TO THE PERSONNEL POLICY

An amendment to the Personnel Policy regarding the deadline of submitting timesheets from Monday to Friday. This is due to the extra calculations required for the Nova Scotia Superannuation Pension Plan.

Motion: "THAT the South Shore Public Libraries Personnel Policy be amended to reflect the following ... submission of a "report of hours worked" form (commonly known as a "time sheet") to the Executive Assistant by 8:30 a.m. the Friday preceding the end of a Pay period or earlier if requested by the Executive Assistant.

BRUHM/Myra All in favour, Motion carried.

DECEMBER 24 & 31, 2015

Motion: "THAT all library outlets will be closed on December 24 & 31, 2015. "
SHEPPARD/Hogan-Loker All in favour. Motion carried.

Troy, on behalf of the staff, thanked the Board for the extra time off.

OTHER

- ✓ Dr. Brattston expressed how pleased he was to see the subject headings on the end of the bookshelves at MHPL.

DATE, TIME AND PLACE OF NEXT MEETING

The next general meeting will be Tuesday, January 19, 2016 beginning at 6:00 p.m. at the Margaret Hennigar Public Library.

ADJOURNMENT

Councillor Eric Hustvedt moved the meeting to be adjourned.

Troy Myers, Secretary/Treasurer

Patrick Hirtle, Chair