

**NIAGARA-ON-THE-LAKE PUBLIC LIBRARY
BOARD MINUTES
Meeting of Wednesday, February 22, 2012
7:00 p.m.**

Present: Andrew Porteus (Chair), Brenda Dyck (Vice-Chair), Rochelle Dickenson, Terry Flynn (Past Chair), Beckie Fox, Andrea Kaiser (Councillor), Joy Lambert
Staff: Cathy Simpson, Debbie Smith
Absent: Dennis Dick (Councillor), Dave Hunter

Last Motion 12-07

1. Call to Order

The Chair called the meeting to order at 7:15 p.m.

2. Deputation

No deputation was received.

3. Declaration of Conflict of Interest

No declarations were made.

4. Approval of the Agenda

Motion 12-08 Moved by B. Dyck, seconded by B. Fox that the agenda be approved as amended. **Carried.**

5. Approval of Consent Agenda

Board member T. Flynn asked that item 3.2 OLA Conference Reports be removed from the Consent Agenda for discussion.

Motion 12-09 Moved by B. Dyck, seconded by T. Flynn that the consent agenda be approved. **Carried.**

6. Board Chair Report

Attended the library staff meeting on Friday January 27, 2012

Will be meeting with the CEO to brainstorm how best to serve the community. Ideas included bookmobile for migrant workers and library vending machines at Niagara College.

7. Policy Discussion and Revision

7.1 HR – 03 Recruiting, Selection & Assignment

7.2 HR – 04 Orientation, On-the-Job Training & Professional Development

7.3 HR – 10 Employee Guidelines & Terms of Employment

7.4 HR – 11 Vacation, Public Holidays & Leave³

7.5 HR – 12 Compensation

Policy HR – 11 amended – see attachment

Motion 12-10 Moved by J. Lambert, seconded by A. Kaiser that policies HR – 03, HR – 04, HR – 10, HR – 11 and HR – 12 be approved. **Carried.**

8. DVD Fees

A. Kaiser suggested that the CEO make a case to the Town for a budget increase to offset the loss in revenue in 2013.

9. Book Sale

The CEO, Board Chair, board members B. Fox and B. Dyck and Clive Buist, Director of Parks & Recreation for the Town met this evening to discuss the book sale. The decision was made that it will be held in the Simpson Room of the Community Centre July 26 – July 28. The hope is to partner with students who need their community service hours to help with the book sale. Publicity for the book sale should include how the money raised will be spent. Staff and board members are encouraged to make suggestions.

10. SOLS Trustee Council #2 Representative

Motion 12-11 Moved by T. Flynn, seconded by A. Kaiser that J. Lambert be appointed Niagara-on-the-Lake Public Library Board Representative to the Southern Ontario Library Service's Trustee Council #2. **Carried.**

11. Breakfast Club

Board members have been invited to attend the April 10, 2012 Breakfast Club meeting at Riverbend. RSVP required by April 6, 2012. CEO will send out an email reminder.

12. New Business

12.1 Author Series

Board member A. Kaiser asked board approval to pursue a partnership with local wineries to host an author series. The board is in favour of this partnership.

13. Adjournment

7.1 Board Meeting Date

The next Board meeting is scheduled for Wednesday, March 28th, 7:00 p.m.

Motion 12-12 Moved by J. Lambert, seconded by B. Fox to adjourn at 9:30pm.
Carried.