

NIAGARA-ON-THE-LAKE PUBLIC LIBRARY
BOARD MINUTES
Meeting of Wednesday, June 27th, 2012
7:00 p.m.

Present: Andrew Porteus (Chair), Rochelle Dickenson, Brenda Dyck (Vice-Chair), Terry Flynn (Councillor), Dave Hunter, Andrea Kaiser (Councillor), Joy Lambert

Staff: Cathy Simpson, Debbie Smith

Regrets: Dennis Dick (Councillor), Beckie Fox

Last Motion 12-30

1. Call to Order

The Chair called the meeting to order at 7:12 p.m.

2. Deputation

No deputation was received.

3. Declaration of Conflict of Interest

No declarations were made.

4. Approval of the Agenda

Motion 12-31 Moved by T. Flynn, seconded by B. Dyck that the agenda be approved. **Carried.**

5. Approval of Consent Agenda

Motion 12-32 Moved J. Lambert, seconded by D. Hunter that the consent agenda be approved. **Carried.**

6. Business Arising

7.1 Library Gift Shop

Deferred to September 2012 meeting

7.2 Book Sale / Fundraising

- an ad has been placed in the Niagara Advance and the Community Centre will advertise the sale on the electronic road sign
- the NOTL library will be given the opportunity to choose books needed for the collection on Wednesday July 25th followed by the Queenston library. After that has taken place the book sale will be available for volunteers to shop
- all library discards will be \$1.00
- board members are asked to be present at the book sale each morning of the sale

7.3 Author Series

- A. Kaiser reported that plans are under way for this event. The event is targeted to start in October with a more realistic start date of January 2013.

Motion 12-33 Moved R. Dickenson, seconded by B. Dyck that the bottom logo (see handout) be approved for the Wine & Words author series with a slight change to close the top of the glass. **Carried.**

7.4 Library Credit Card

Deferred to September 2012 meeting. It was suggested the Town's policy be examined.

8. Policy Review

8.1 OP – 06 Programming

Motion 12-34 Moved R. Dickenson, seconded by B. Dyck that OP – 06 Programming be approved. **Carried.**

8.2 FUND – 01 General Gift Acceptance

Motion 12-35 Moved J. Lambert , seconded by D. Hunter that FUND – 01 General Gift Acceptance be approved. **Carried.**

9. New Business

9.1 Outlet Centre at Niagara

Motion 12-35 Moved R. Dickenson, seconded by T. Flynn directing the CEO to draft a presentation for review at the September 2012 board meeting highlighting the need for a library presence in the south end. **Carried**

9.2 Volunteers

Motion 12-36 Moved by A. Kaiser, seconded by B. Dyck that the CEO do a staff review addressing priorities and staffing objectives, incorporating the added duty of coordinating volunteers. **Carried.**

9.3 Board Succession Planning & Composition

- next election 2014
- policies needed for promoting library trustee opportunities
- identify skill sets needed
- make sure to represent different demographics
- need to create a brochure to hand out before the next election

9.4 Summer Reading Club Prizes

See handout.

9.5 Niagara Community Foundation Fund Agreement

See handout.

Motion 12-37 Moved by A. Kaiser, seconded by T. Flynn to accept the Novation Agreement. **Carried.**

10. In Camera

Motion 12-38 Moved by B. Dyck, seconded by T. Flynn that the board move into closed session. **Carried.**

Motion 12-39 Moved by R. Dickenson, seconded by D. Hunter that the board move out of closed session. **Carried.**

11. Adjournment

Motion 12-40 Moved by J. Lambert that the meeting be adjourned at 10:40 p.m. **Carried.**

The next Board meeting is scheduled for Wednesday, September 26th, 7:00 p.m. in the Community Centre Board Room.