

NIAGARA-ON-THE-LAKE PUBLIC LIBRARY
BOARD MINUTES
Meeting of Wednesday, March 28, 2012
7:00 p.m.

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

Last Motion 12-12

1. Call to Order

The Chair called the meeting to order at 7:05 p.m.

2. Deputation

No deputation was received.

3. Declaration of Conflict of Interest

No declarations were made.

4. Approval of the Agenda

Motion 12-13 Moved by J. Lambert, seconded by R. Dickenson that the agenda be approved. **Carried.**

5. Approval of Consent Agenda

The board chair asked that agenda item 6.1 February 22, 2012 Minutes be removed from the Consent Agenda for correction. The CEO asked that agenda item 6.6 Financial Reports be removed from the Consent Agenda for discussion.

Motion 12-14 Moved D. Hunter, seconded by B. Fox that the consent agenda be approved. **Carried.**

6. Consent Agenda

6.1 February 22, 2012 Minutes

Correction: meeting adjourned at 8:30 p.m.

Motion 12-15 Moved B. Dyck, seconded by R. Dickenson that the February 22, 2012 minutes be approved with corrections. **Carried.**

6.6 Financial Reports

The CEO reviewed the three operating accounts that are over the budget line:

- **550-1400-30600 Magazine Purchases & Databases (1,843.02)**

The split of funds between the Magazine and Database operating account and the capital project C00136 Collection Development account was incorrect leaving insufficient funds for magazine and database purchase. This will be corrected by reducing spending in the capital project account by \$1,843.02.

- **550-1400-31800 Conference Expenses (2,595.11)**

A decision to send all full time staff and extra board members to the Ontario Library Association Super Conference was made after the conference budget was approved.

- **550-1400-41005 Service Contracts (1,942.60)**

The service contract for the microfilm scanner inadvertently lapsed in 2011 so was not factored into the 2012 budget planning.

The shortfalls in these accounts will be corrected by spending reductions in several operating account and the Collection Development capital account.

Motion 12-16 Moved B. Fox, seconded by B. Dyck that the Financial Reports be approved. **Carried.**

7. Business Arising

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.

8. Board Chair Report

- Meet with the Queenston Resident Association and Queenston Library Volunteer Co-ordinator to discuss the Huggins Collection and expanding library service.
- Our Ontario service available to digitize the local history collection
- Spoke to K. McGrath at Niagara College about collaborating with the college to provide service for Glendale area residents.

9. Book Sale/Fundraising

The CEO will let B. Fox and B. Dyck know when donations arrive so that they can sort and pack them for the book sale.

10. Author Series

See attached handout provided by A, Kaiser

Motion 12-17 Moved by A. Kaiser, seconded by B. Dyck that A. Kaiser continue to pursue a partnership with local wineries for an author series event. **Carried**

11. Library Garden

The Board has asked for a rental agreement to be presented at the April 2012 meeting that will cover the rental of this space.

12. Correspondence/Information

12.1 Terry and Janet Tucker

The Board supports the current magazine policy and its continuation.

12.2 David Murray

See attached copy of the Programming Policy. The Policy Committee will meet to review

12.3 Minister Responsible for Seniors

Asking for nominations for volunteers.

Motion 12-18 Moved by R. Dickenson, seconded by J. Lambert to receive correspondence. **Carried.**

13. Adjournment

The next Board meeting is scheduled for Wednesday, April 25th, 7:00 p.m.

Motion 12-19 Moved by D. Hunter, seconded by J. Lambert to adjourn at 9:09 pm. **Carried.**