

**NIAGARA-ON-THE-LAKE PUBLIC LIBRARY  
BOARD MINUTES  
Meeting of Wednesday, May 23<sup>rd</sup>, 2012  
7:00 p.m.**

**Present:** Andrew Porteus (Chair), Dennis Dick (Councillor), Rochelle Dickenson, Brenda Dyck (Vice-Chair), Terry Flynn (Councillor), Beckie Fox, Dave Hunter, Joy Lambert

**Staff:** Cathy Simpson, Debbie Smith

**Regrets:** Andrea Kaiser (Councillor), Joy Lambert

Last Motion 12-26

**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 12-27** Moved by T. Flynn, seconded by D. Dick that the agenda be approved as amended with the addition of 13.6 Succession Planning and Board Composition. **Carried.**

**5. Approval of Consent Agenda**

D. Hunter asked that 6.4 Statistics Report be removed from the consent agenda for discussion.

**Motion 12-28** Moved B. Fox, seconded by D. Hunter that the consent agenda be approved. **Carried.**

## **6. Consent Agenda**

### **6.4 Statistics Report**

The board would like to see the YTD statistics in a line graph. The CEO will do this on a monthly basis to better illustrate trends. A report on the number of active users over the last 24 months was also requested.

## **7. Business Arising**

None

## **8. Library Garden Contract**

**Motion 12-29** Moved B. Dyck, seconded by T. Flynn that the Library Garden Contract be approved as amended with the addition of capacity. **Carried.**

## **9. Book Sale/Fundraising**

- August 9, 2012: date for the volunteers appreciation event
- need to decide on the timing of advertising
- the CEO will contact Moira Richmond, volunteer at the Queenston library, and invite her to preview the book sale for the Queenston collection
- it was decided that there would be no ribbon cutting ceremony on the opening day of the sale

## **10. Author Series**

- NOTL wineries are supporting the series but the library will hold the rights to the event.
- a logo is being created
- a grant application is being submitted to the Canada Council for the Arts

## **11. Fall Fundraiser**

- D. Hunter reported that he is considering options for a fall fundraiser. He is hoping to acquire donations with a travel theme.
- D. Hunter spoke to M. Butler, a volunteer with retail experience, who may be available to assist in setting up the kiosk

## **12. Funding Cuts**

CEO will draft a letter to be sent on behalf of the board.

## **13. New Business**

### **13.1 Policies OP – 06 Programming & FUND – 01 General Gift Acceptance**

Discussion and approval is tabled for June meeting.

### **13.2 Burnard Bequest**

The final cheque from Reid McNaughton Law Firm has been received.

### **13.3 Library Credit Card**

Policy is needed with consideration to monetary limit for spending and signatures required.

### **13.4 Ontario Medal for Good Citizenship**

See handout.

### **13.5 Farm Worker's Bicycle Rodeo**

Sunday May 27, 2012: the CEO will attend with a library display and handouts to promote library services to the migrant workers.

### **13.6 Succession Planning and Board Composition**

Discussion is tabled for June meeting.

## **14. June Board Meeting**

Pot Luck Dinner at 6:00 p.m. Wednesday June 27<sup>th</sup> is planned  
Everyone is asked to bring a dish.

## **15. Adjournment**

The next Board meeting is scheduled for Wednesday, June 27<sup>th</sup>, 7:00 p.m. and will be preceded by a potluck dinner at 6:00 in the library garden.

**Motion 12-30** Moved by D. Hunter, seconded by B. Dyck to adjourn at 8:11p.m. **Carried.**