

**NIAGARA-ON-THE-LAKE PUBLIC LIBRARY  
BOARD MEETING MINUTES**

**Wednesday, March 26<sup>th</sup>, 2014, 7:00 p.m.  
Library Rotary Room**

**Last Motion 14-12**

**1. Call to Order**

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

**Present:** Andrew Porteus (Chair), Rochelle Dickenson, Brenda Dyck (Vice-Chair), Terry Flynn (Councillor), Beckie Fox, Andrea Kaiser (Councillor)

**Staff:** Cathy Simpson (CEO)

**Regrets:** Dave Hunter, Joy Lambert

**Guests:** Frank DeLuca

**2. Deputations**

No deputations were received.

**3. Declaration of Conflict of Interest**

No declarations of conflict of interest were made.

**4. Approval of Agenda**

**MOTION 14-13:** Moved by T. Flynn, seconded by R. Dickenson, that the agenda be approved as amended. **CARRIED.**

**5. Community Office – Frank DeLuca**

Frank DeLuca, a representative from MPP Wayne Gates's office, presented the details of the Community Office the MPP wants to operate to serve the residents of Niagara-on-the-Lake. After a question and answer, Mr. DeLuca left and the board discussed the issue.

**MOTION 14-14:** Moved by T. Flynn, seconded by R. Dickenson, that the Library's Rotary Community Room be rented to the Niagara Falls riding MPP for the months of April and May. **CARRIED.**

**6. Approval of Consent Agenda**

**6.1 Library Board Meeting Minutes, February 26<sup>th</sup>, 2014**

**6.2 CEO Report**

**6.3 Statistics Report**

**MOTION 14-15:** Moved by B. Dyck, seconded by B. Fox, that the consent agenda be approved. **CARRIED.**

## **7. Business Arising from the Library Board Meeting Minutes, February 26<sup>th</sup>, 2014**

### **7.1 Logo**

**ACTION:** A. Kaiser to update board members on the logo's progress via email.

### **7.2 Community Garden**

**ACTION:** A. Kaiser and B. Fox to draft garden fundraising press release.

### **7.3 Board Succession**

**ACTION:** Board members to complete legacy worksheets and bring to April meeting.

### **7.4 Policy Schedule**

**MOTION 14-16:** Moved by B. Dyck, seconded by B. Fox, that Policy OP-6 Programming be approved. **CARRIED.**

### **7.5 Endowment Fund**

**MOTION 14-17:** Moved by T. Flynn, seconded by B. Fox, that the Niagara-on-the-Lake Public Library Endowment Fund be established under the management of the Niagara Community Foundation with \$49,832 from the Irene Burnard Bequest. **CARRIED.**

**MOTION 14-18:** Moved by A. Kaiser, seconded by T. Flynn, that \$20,000 from the Irene Burnard Bequest be committed to the Community Garden Project. **CARRIED.**

**ACTION:** CEO to contact Liz Palmieri of the Niagara Community Foundation to ask for Schedule A suggestions.

### **7.6 Renovation**

**ACTION:** CEO to prepare a Capital Projects Report for the April board meeting.

**ACTION:** CEO to start community consultations regarding library space use.

## **8. New Business**

### **8.1 Holiday Hours**

**MOTION 14-19:** Moved by T. Flynn, seconded by B. Fox that the proposed 2014 holiday hours be approved. **CARRIED.**

## 8.2 Heritage Portal Launch

All board members are invited to attend the launch of the Niagara-on-the-Lake Heritage Portal on March 31<sup>st</sup> at 7:00 in the Library.

## 9. Board Inquiries

T. Flynn inquired about a donation or sympathy card to mark the passing of Michael Dietsch. A card was circulated to library staff and board members to sign and will be mailed to Gail Dietsch.

## 10. Adjournment

**MOTION 14-20:** Moved by A. Kaiser, that the meeting be adjourned at 9:25. **CARRIED.**

**Next Meeting**  
**April 23<sup>rd</sup>, 2014, 7:00 p.m.**  
**Library Rotary Room**