

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

**Wednesday, May 28th, 2014, 7:00 p.m.
Library Rotary Room**

Last Motion 14-27

1. Call to Order

The meeting was called to order at 7:04 p.m.

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

Staff: Cathy Simpson (CEO)

Regrets: Andrea Kaiser (Councillor)

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 14-28: Moved by D. Hunter, seconded by J. Lambert, that the agenda be approved.
CARRIED.

5. Approval of Consent Agenda

- 5.1. **Library Board Meeting Minutes, April 23rd, 2014**
- 5.2. **CEO Report**
- 5.3. **Statistics Reports**

MOTION 14-29: Moved by B. Fox, seconded by D. Hunter, that the consent agenda be approved. **CARRIED.**

6. Business Arising from the Library Board Meeting Minutes, April 23rd, 2014

6.1. Logo

ACTION: CEO to gather board and staff input for new logo design.

6.2. Community Garden

The Garden Party fundraiser has been scheduled for August 24th. Donor recognition was discussed.

ACTION: CEO to gather ideas for a garden donor legacy wall.

6.3. Board Succession

ACTION: CEO to draft a legacy letter for incoming board and letter to council describing board member qualifications with input from staff for September 24th meeting.

6.4. Endowment Fund

MOTION 14-30: Moved by T. Flynn, seconded by B. Dyck that the capital in the Niagara-on-the-Lake Public Library Endowment Fund, upon approval by the Library Board, may be used for the following projects:

1. New services
2. Enhancement of existing services
3. New collections
4. Enhancement of existing collections
5. Construction of new facilities
6. Capital improvement to facilities

CARRIED.

MOTION 14-31: Moved by T. Flynn, seconded by D. Hunter that an agreement with the Dietsch family should be established to roll the Michael Dietsch Family Endowment Fund into the Niagara-on-the-Lake Public Library Endowment Fund and up to \$20,000 used for a garden naming opportunity in honour of Michael Dietsch's memory. **CARRIED.**

6.5. Facility Improvements Capital Project

MOTION 14-32: Moved by T. Flynn, seconded by J. Lambert that \$10,000 from the Accessible Shelving and Carpet Replacement Capital Project be allocated to hire a consultant to conduct a library space planning review and community consultation. **CARRIED.**

ACTION: T. Flynn to discuss space use plan with Chamberlain representative.

6.6. CEO Performance Review

ACTION: CEO to draft next set of goals for the June performance review.

7. New Business

7.1 Library Trustee Council Meeting Report – Joy Lambert

MOTION 14-33: Moved by J. Lambert, seconded by B. Dyck that the Library Trustee Council Report be received. **CARRIED.**

7.2 Board/Staff Social

The CEO will host a BBQ for board and staff at her home on July 6th. Details to follow.

8. Board Inquiries

There were no board inquiries.

9. Adjournment

MOTION 14-34: Moved by J. Lambert, that the meeting be adjourned at 8:59. **CARRIED.**

**Next Meeting
June 25th, 7:00 p.m.
Library Rotary Room**