

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

**Wednesday, October 22, 2014, 7:00 p.m.  
Library Rotary Room**

**Last Motion 14-56**

**1. Call to Order**

The meeting was called to order at 7:01 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), Laura Tait (Manager)

**Absent:** 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 14-57:** Moved by D. Hunter, seconded by B. Fox, that the revised agenda be approved. **CARRIED.**

**5. Consent Agenda**

**5.1. Library Board Meeting Minutes, September 24<sup>th</sup>, 2014**

**5.2. CEO Report**

**MOTION 14-58:** Moved by R. Dickenson, seconded by B. Dyck, that the consent agenda be approved. **CARRIED.**

**6. Business Arising from the Library Board Meeting Minutes, September 24<sup>th</sup>, 2014**

**6.1. Community Garden**

Ground breaking on phase two (main phase) of the Community Garden is scheduled for October 24<sup>th</sup> at 10:00 a.m. Board members are encouraged to attend.

**ACTION:** CEO to bring garden donor recognition ideas to the November board meeting.

**6.2. Endowment Fund**

Town of NOTL CAO, Mike Galloway, has agreed to have the Town of NOTL named as an alternative endowment fund beneficiary in the event the library ceases to exist.

### **6.3. 2015 Operating Budget Scenarios**

**MOTION 14-59:** Moved by B. Dyck, seconded by R. Dickenson, that the 2015 Operating Budget Scenarios Report be received. **CARRIED.**

### **6.4. Trustee Removal**

The CEO confirmed with Rod Sawyer, Library Services Adviser with the Ontario Ministry of Tourism, Culture & Sport, that public library boards are not permitted to pass by-laws that augment the trustee disqualification measures outlined in the Public Libraries Act.

## **7. New Business**

### **7.1 2015 Fee Schedule**

**MOTION 14-60:** Moved by D. Hunter, seconded by J. Lambert, that the 2015 Fee Schedule be approved. **CARRIED.**

### **7.2 Library Board Thank You Dinner**

A library board thank you dinner catered by Sweets & Swirls will be served at 6:30 before the November 26<sup>th</sup> board meeting.

### **7.3 Job Title**

**MOTION 14-61:** Moved by T. Flynn, seconded by J. Lambert, that “Chief Librarian” be adopted as working job title and “CEO” continued to be used as formal job title. **CARRIED.**

## **8. Policy and By-Law Review**

### **8.1. HR – 10 Vacation, Public Holidays & Leave**

**MOTION 14 – 62:** Moved by B. Dyke, seconded by J. Lambert that HR – 10 Vacation, Public Holidays & Leave be approved. **CARRIED.**

### **8.2. BL – 04 Powers & Duties of the Board**

### **8.3. BL – 05 Meetings of the Board**

### **8.4. BL – 06 Amendment of Bylaws**

**MOTION 14 – 63:** Moved by T. Flynn, seconded by B. Fox that BL – 04 Powers and Duties of the Board, BL – 05 Meetings of the Board and BL – 06 Amendment of Bylaws be approved. **CARRIED.**

## **9. Board Inquiries**

D. Hunter asked that the revised CEO goals be brought to the November 26<sup>th</sup> board meeting.

## **10. Adjournment**

**MOTION 14 – 64:** Moved by J. Lambert that the meeting be adjourned at 7:47. **CARRIED.**

**Next Meeting  
November 26<sup>th</sup>, 7:00 p.m.  
Library Rotary Room**