



BOARD MEETING MINUTES

**Wednesday, June 24th, 2015, 7:00 p.m.
Library Rotary Room**

Last Motion 15-20

1. Call to Order

A regular meeting of the NOTL Public Library Board was called to order at 7:03 p.m.

Present: Andrew Porteus (Chair), Brenda Dyck (Vice Chair), Rochelle Dickenson, Joy Lambert, Bob Nash, Lisa Traficante

Regrets: Terry Flynn (Councillor), Jamie King (Councillor), Madeleine Lefebvre

Staff: Cathy Simpson (Chief Librarian/CEO)

2. Introductions

Newly re-appointed board member, Joy Lambert, was introduced to the new members of the board.

3. Deputations

No deputations were received.

4. Declaration of Conflict of Interest

No declarations of conflict of interest were made.

5. Approval of Agenda

MOTION 15-21: Moved by B. Dyck that the revised agenda be approved. **CARRIED.**

6. Approval of Consent Agenda

6.1. Library Board Meeting Minutes, May 27th, 2015

6.2. Chief Librarian's Report

6.3. Statistics Reports

The Board Chair asked that the eResources Statistics Report be pulled for discussion.

ACTION: IT Coordinator to write report for July board meeting explaining large increase in database searches.

MOTION 15-22: Moved by J. Lambert that the consent agenda be approved. **CARRIED.**

7. Board Orientation

7.1. Leadership By Design Module 1: Board Effectiveness

The board viewed the LearnHQ Overview and Leadership by Design Introduction videos.

ACTION: Chief Librarian to email LearnHQ link.

7.2. Health & Safety and AODA Training

ACTION: Board members with up-to-date Health & Safety and AODA training to give Chief Librarian certificates. Those with old or no training will be set up with online training.

8. Policy Review & Updates

8.1. GOV – 03 Duties & Responsibilities of Individual Board Members

MOTION 15-23: Moved by B. Dyck that policy GOV – 03 Duties & Responsibilities of Individual Board Members be approved and rescind Policy 2002 Board Procedures C. Duties of Board. **CARRIED.**

8.2. GOV – 04 Committees of the Board

MOTION 15-24: Moved by R. Dickenson that policy GOV – 04 Committees of the Board be approved and rescind Policy 2002 Board Procedures H. Committees. **CARRIED.**

8.3. OP – 09 Community Information

MOTION 15-25: Moved by B. Dyck that policy OP – 09 Community Information be approved and rescind Policy 2002 Political Issues & Petitions. **CARRIED.**

9. Business Arising from the Library Board Meeting Minutes, May 27th, 2015

9.1. Memorandum of Understanding

This item was tabled until the July Library Board meeting.

9.2. Community Garden Opening, June 29th

The Community Garden Opening program was distributed and all board members were encouraged to attend.

9.3. Canada 150 Community Infrastructure Program

The library application was submitted and we are waiting for the grant announcements.

9.4. Board Orientation Feedback

ACTION: Board members to email their feedback about the joint orientation to the Chief Librarian.

10. New Business

10.1. Summer Sunday Opening

The library will be open, with no increase to the salaries budget, on the following Sundays; June 21, July 5 & 19, August 2 & 16 and September 6. These dates coincide with the seasonal farm workers health workshops held at the Community Centre and workers will be encouraged to visit the library.

10.2. July Board Meeting

The July board meeting is rescheduled to the 29th to accommodate the Chief Librarian's schedule.

10.3. Shirt Orders

Tee-shirt description sheets were distributed to Library Board members.

10.4. Board/Staff BBQ

ACTION: Chief Librarian to choose a date for the board/staff BBQ.

10.5. Policy Committee

The status of the Policy Committee as Standing of Ad Hoc was discussed.

11. Board Inquiries

11.1. Mighty Machines

The success of the Mighty Machines event was discussed. An estimated 250 attended and staff received very positive feedback about the event.

11.2. St. Davids Library Lockers

Use of the St. Davids Library Lockers was discussed.

ACTION: Chief Librarian to bring St. Davids Library Locker use statistics to July board meeting.

11.3. Library Renovation

The status of the library renovation was discussed.

ACTION: Chief Librarian to bring proposed floor plan and Chamberlain invoice to July board meeting.

12. Adjournment

MOTION 15-26: Moved by J. Lambert that the meeting be adjourned at 8:43. **CARRIED.**

**Next Meeting
TBA
Library Rotary Room**