



BOARD MEETING MINUTES

**Wednesday, May 27th, 7:00 p.m.
Rotary Room**

Last Motion 15-15

1. Call to Order

A regular meeting of the NOTL Public Library Board was called to order at 7:16 p.m.

Present: Andrew Porteus (Chair), Terry Flynn (Councillor), Jamie King (Councillor), Madeleine Lefebvre, Bob Nash

Staff: Cathy Simpson (Chief Librarian/CEO)

Regrets: Rochelle Dickenson, Brenda Dyck, Lisa Traficante

Guests: Kyle Nichols, Chamberlaine Associates

2. Deputations

No deputations were received.

3. Conflict of Interest Declarations

No declarations of conflict of interest were made.

4. Approval of Agenda

MOTION 15-16: Moved by J. King that the agenda be approved. **CARRIED.**

5. Consent Agenda

5.1. Library Board Meeting Minutes, April 22nd, 2015

5.2. Chief Librarian's Report

5.3. Statistics Reports

5.4. Financial Report

MOTION 15-17: Moved by M. Lefebvre that the consent agenda be approved. **CARRIED.**

6. Interior Renewal Project

6.1. Revised Floor Plan - Kyle Nichols, Chamberlain Architects

K. Nichols reviewed the progress of the library interior renewal project and presented a revised concept design with three interior area renderings.

6.2. Canada 150 Community Infrastructure Program

The opportunity to apply to the Canada 150 Community Infrastructure Program for one-third funding of the interior renewal project was discussed.

MOTION 15-18: Moved by T. Flynn that a request be made to Town Council for endorsement of the Library's application to the Canada 150 Community Infrastructure Program for one-third funding of the Interior Renewal project. **CARRIED.**

ACTION: Board members to email Chief Librarian their Canada 150 application input by June 4th.

7. Board Orientation

ACTION: Board members who have taken Health & Safety and AODA training to inform Chief Librarian and bring copies of their certificates to the June Board meeting.

ACTION: Board members who do not have Health & Safety and AODA training to inform Chief Librarian.

8. Policy Review & Update

8.1. HR – 15 Travel Expenses

MOTION 15-19: Moved by J. King that HR – 15 Travel Expenses be approved as amended. **CARRIED.**

9. Business Arising from the Library Board Meeting Minutes of April 22nd, 2015

9.1. Historic Plaque

The library's historic plaque will be moved from Queen's Royal Park to the grass area beside the library in mid-June.

9.2. Memorandum of Understanding

This item was tabled until the June board meeting.

9.3. Mighty Machines Volunteers, May 30th

ACTION: Board members who can volunteer for the May 30th Mighty Machines event to contact Outreach Coordinator B. Labelle.

9.4. Garden Opening, June 29th

All board members are encouraged to attend the official opening of the library's garden on June 29th.

10. New Business

10.1. St. David's Locker Launch

The St. David's lockers were officially launched on May 27th by Lord Mayor Darte, Fire Chief Burbidge, Board Chair A. Porteus and Chief Librarian C. Simpson.

10.2. Joint Board Orientation Feedback

ACTION: Board members to email the Chief Librarian feedback about their experience at the Joint Board Orientation program.

10.3. SOLS Trustee Meeting Report – Madeleine Lefebvre

ACTION: M. Lefebvre to email Chief Librarian SOLS Trustee Meeting report.

10.4. Board Member Resignation

Lionel Tupman resigned from the board due to work scheduling conflicts. Town Council will appoint a replacement at the June 1st council meeting.

10.5. Senior's Strawberry Social, June 17th

ACTION: Board members who can volunteer at the June 17th Senior's Strawberry Social to contact Outreach Coordinator B. Labelle.

11. Board Inquiries

There were no board inquiries.

14. Adjournment

MOTION 15-20: Moved by R. Nash that the meeting be adjourned at 8:55. **CARRIED.**

Next Meeting
June 24th, 7:00 p.m.
Library Rotary Room