



**NOTL PUBLIC LIBRARY BOARD MEETING MINUTES**

**Wednesday, November 25<sup>th</sup>, 2015, 7:00 p.m.  
Library Rotary Room**

**Last Motion 15-54**

**1. Call to Order**

A regular meeting of the NOTL Public Library Board was called to order at 7:10 p.m.

**Present:** Andrew Porteus (Chair), Rochelle Dickenson, Brenda Dyck (Vice Chair), Terry Flynn (Councilor), Jamie King (Councilor), Joy Lambert, Bob Nash, Lisa Traficante

**Regrets:** Madeleine Lefebvre

**Staff:** Cathy Simpson (Chief Librarian/CEO), Laura Tait (Manager), Beth Labelle (Outreach Coordinator)

**2. Deputations**

No deputations were received.

**3. Declaration of Conflict of Interest**

No conflicts of interest were declared.

**4. Approval of Agenda**

**MOTION 15-55:** Moved by R. Dickenson that the agenda be approved. **CARRIED.**

**5. Approval of Consent Agenda**

**5.1. Library Board Meeting Minutes, September 23<sup>rd</sup>, 2015**

**5.2. Chief Librarian's Report**

**5.3. Statistics Reports**

**MOTION 15-56:** Moved by J. Lambert that the consent agenda be approved. **CARRIED.**

**ACTION:** CEO to prepare a report to the board regarding the garden labyrinth.

**6. Fundraising Presentation – Beth Labelle, Library Outreach Coordinator**

**ACTIONS:**

- Keep up to date on library programs and events.
- Attend library events and programs.
- Talk to friends and acquaintances about the library.
- Identify councilors, business people and other community leaders who values align with the library.
- Support upcoming fundraising initiatives.

## **7. Board Development**

### **7.1. Your Relationship with Council Worksheet**

**ACTION:** Library Board council representatives deliver brief library updates at each council meeting.

**ACTION:** Library Board members to watch Committee of the Whole and Council meetings and read accompanying information packages to understand Town Council's needs and agenda.

**ACTION:** CEO to email Library Board council representative updates for monthly council meetings and to prepare annual report and fact sheets for town council.

### **7.2. Advocacy Reports**

**ACTION:** Board members to present individual advocacy reports beginning in 2016.

## **8. Policy Review & Updates**

### **8.1. OP – 04 Collection Development**

**MOTION 15-57:** Moved by J. Lambert that OP – 04 Collection Development be approved. **CARRIED.**

**ACTION:** CEO to bring OP – 04 Collection Development; Appendix A: Request for Consideration, Appendix B: Local History Collection Development, Appendix C: Local Authors

## **9. Business Arising from the Library Board Meeting Minutes, October 28<sup>th</sup>, 2015**

### **9.1. Operating Budget**

**ACTION:** Library council representatives to put forward a notice of motion at the December 7<sup>th</sup> Committee of the Whole meeting requesting an additional \$22,752 for the 2016 operating budget.

### **9.2. Renovation Budget**

**ACTION:** CEO to add the cost of mobile shelving to the renovation budget.

### **9.3. Board Chair Meeting with Lord Mayor Darte**

The Board Chair reported on his meeting with Lord Mayor Pat Darte.

### **9.4. December Board Meeting & Christmas Dinner**

The December board meeting will be held on the 23<sup>rd</sup> and be preceded by a Christmas dinner.

## **10. New Business**

### **10.1. Fair eBook Pricing Campaign**

**MOTION 15-58:** Moved by T. Flynn that the Niagara-on-the-Lake Public Library join *Canadian Public Libraries for Fair Ebook Pricing* to advocate for fair pricing models for ebooks. **CARRIED.**

## **10.2. January Board Meeting Date**

**MOTION 15-59:** Moved by T. Flynn that the January 2016 Library Board meeting be rescheduled to the 20<sup>th</sup> to avoid conflicting with the Ontario Library Association annual conference. **CARRIED.**

## **10.3. Ontario Library Association Conference**

**ACTION:** Board members to contact the CEO by December 15<sup>th</sup> to confirm conference attendance.

## **10.4. 2016 Holiday Closures**

**MOTION 15-59:** Moved by B. Dyck that the 2016 Holiday Closure Schedule be approved. **CARRIED.**

## **10.5. Niagara Fire Service 200<sup>th</sup> Anniversary**

The Library has offered to assist Niagara-on-the-Lake Fire & Emergency Services staff in the preparations for their 200<sup>th</sup> anniversary.

## **10.6. Christmas Open House**

**ACTION:** Board members are encouraged to attend the Library's Christmas Open House on Sunday, December 13<sup>th</sup> from 2:00 to 4:00 pm.

## **11. Board Inquiries**

There were no board inquiries.

## **12. Adjournment**

**MOTION 15-60:** Moved by J. Lambert that the meeting be adjourned at 9:09 p.m. **CARRIED.**

### **Next Meeting**

**23 December 2015, 7:00 p.m., Library Rotary Room**  
**Christmas Dinner preceding meeting, 6:00 p.m., Library Rotary Room**