



NOTL PUBLIC LIBRARY BOARD MEETING MINUTES

**Wednesday, October 28th, 2015, 7:00 p.m.
Library Rotary Room**

Last Motion 15-46

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, Terry Flynn (Councilor), Jamie King (Councilor), Joy Lambert, Bob Nash

Regrets: Brenda Dyck (Vice Chair), Madeleine Lefebvre, Lisa Traficante

Staff: Cathy Simpson (Chief Librarian/CEO)

2. Deputations

No deputations were received.

3. Declaration of Conflict of Interest

No conflicts of interest were declared.

4. Approval of Agenda

MOTION 15-47: Moved by J. Lambert that the agenda be approved. **CARRIED.**

5. Approval of Consent Agenda

5.1. Library Board Meeting Minutes, September 23rd, 2015

5.2. Chief Librarian's Report

5.3. Statistics Reports

MOTION 15-48: Moved by J. King that the consent agenda be approved. **CARRIED.**

J. Lambert asked that 5.3 *Statistics Reports* be pulled from the Consent Agenda for clarification of "In house use" in the *Monthly Activity Report*. The CEO explained this is a measure of materials not checked out but used in the library.

6. Board Orientation

ACTION: CEO to contact SOLS regarding LearnHQ login issues.

7. Policy Review & Updates

7.1. OP – 12 Circulation

MOTION 15-49: Moved by J. Lambert that OP – 12 Circulation be approved. **CARRIED.**

7.2. FUND – 01 General Gift Acceptance

MOTION 15-50: Moved by J. Lambert that FUND – 01 Gift Acceptance be approved. **CARRIED.**

7.3. FUND – 02 Administration

MOTION 15-51: Moved by T. Flynn that FUND – 02 Administration be approved. **CARRIED.**

7.4. FUND – 03 Partnerships & Sponsorships

MOTION 15-52: Moved by R. Dickenson that FUND – 03 Partnerships & Sponsorships be approved. **CARRIED.**

8. Business Arising from the Library Board Meeting Minutes, September 23rd, 2015

8.1. Furniture & Fixtures Capital Project

ACTION: CEO to determine moving costs.

ACTION: CEO to determine if BMO sponsorship of Children's area would conflict with TD sponsorship of Summer Reading Club.

8.2. Fundraising Committee

ACTION: CEO to determine minimum furniture and fixtures costs.

ACTION: CEO to confirm Canada 150 project deadline.

8.3. MOU

The draft Memorandum of Understanding was reviewed and tabled until next year.

8.4. Presentation to Council

Town administration would not permit the Board Chair and CEO to make a Public Library Week presentation to Town Council.

ACTION: Board Chair to meet with Lord Mayor to discuss Town administration's continued obstruction of Library communication with Town Council.

8.5. Operating Budget

Town administration did not include the Library Board approved 2016 operating grant request in the preliminary operating budget presented to council on October 26th, 2015.

ACTION: Library Board Council Representatives to put forward a notice of motion to add \$22,752 to the 2016 Library operating grant at the November 16th Committee of the Whole meeting.

8.6. Internal Grant Procedure

An example of a corporate grant procedure from the municipality of Huntsville was reviewed.

9. New Business

9.1. Christmas Party & December Board Meeting

ACTION: CEO to poll library board members regarding rescheduling the December board meeting from the 23rd to the 16th and providing a dinner catered by Sweets & Swirls one hour before the meeting (6:00 p.m.) in the Library Rotary Room.

9.2. NOTL Needlers & Renovation - Joy

ACTION: J. Lambert to ask the NOTL Needlers about donations of work for the renovation in exchange for the waiving of meeting room fees.

9.3. eResources Funding

ACTION: Board Chair to send a letter on the Board's behalf regarding the Ontario government's ended to eResources funding.

9.4. Municipal Act Review

MOTION 15-53: Moved by J. King that board members contact the Ontario Ministry of Municipal Affairs and Housing with the recommendation that public libraries retain their governance by independent boards.

CARRIED.

9.5. Southern Ontario Library Service (SOLS) Trustee Meeting

M. Lefebvre will attend the November 7th, SOLS trustee meeting at the Welland Public Library.

10. Board Inquiries

There were no board inquiries.

11. Adjournment

MOTION 15-54: Moved by J. Lambert that the meeting be adjourned at 9:07 p.m. **CARRIED.**

Next Meeting

25 November 2015, 7:00 p.m., Library Rotary Room