



NOTL PUBLIC LIBRARY BOARD MEETING AGENDA

Wednesday, January 20th, 2016, 7:00 p.m.
Library Rotary Room

1. Call to Order

A regular meeting of the NOTL Public Library Board was called to order at 7:05 p.m.

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

Regrets: Terry Flynn (Councilor), Jamie King (Councilor), Lisa Traficante

Staff: Cathy Simpson (Chief Librarian/CEO)

Guests: Loretta Pietrobon, Anneliese Jaeger

2. Deputations

No deputations were received.

3. Declaration of Conflict of Interest

No conflicts of interest were declared.

4. Approval of Agenda

MOTION 16-01: Moved by B. Dyck that the agenda be approved as amended. **CARRIED.**

5. Approval of Consent Agenda

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

5.2. Chief Librarian's Report

5.3. Statistics Reports

MOTION 16-02: Moved by J. Lambert that the consent agenda be approved. **CARRIED.**

6. Labyrinth Presentation, Loretta Pietrobon and Anneliese Jaeger

Residents Loretta Pietrobon and Anneliese Jaeger spoke about the history and uses of labyrinths and their efforts to include one in the library garden. A labyrinth workshop and information session will be held for the community on April 15th and 16th, 2016.

ACTION: CEO to follow up on the following board inquiries regarding the labyrinth:

1. Who will assume liability for users of the labyrinth
2. Who will design the labyrinth
3. Who will maintain the labyrinth

7. Election of Officers

Chair

NOMINATION: A. Porteus was nominated for the position of Board Chair by B. Nash. A. Porteus accepted the nomination and was elected unanimously.

Vice Chair

NOMINATION: B. Dyck was nominated for the position of Vice Chair by R. Dickenson. B. Dyck accepted the nomination and was elected unanimously.

8. Board Development

8.1 Town Council Priorities

The CEO presented a summary of Town Council priorities which was followed by a discussion of the library's alignment with these priorities.

8.2 eResources Update

The CEO reviewed the library's switch from ebook supplier OverDrive to 3M and One Click Digital.

9. Business Arising from the Library Board Meeting Minutes, November 25th, 2015

9.1. OLA Conference, OLBA Boot Camp & Library Tours

The Board Chair reviewed the OLA conference program and arrangements.

9.2. Secret Shopper Report

The CEO presented Library Outreach Coordinator Beth Labelle's report on the results of the Secret Shopper customer service assessment.

9.3. Adult Programming

In response to a board inquiry at the December 2015 library board meeting, the CEO reviewed the library's adult programming history and scheduling.

9.4. Card Expiration

In response to a board inquiry at the December 2015 library board meeting, the CEO reported that an alert now shows on library accounts that are about to expire and IT Coordinator Matt Furlong is working on an email alert to be sent 30 days before an account is due to expire.

9.5. Board Photo

ACTION: Library board members to contact Library Outreach Coordinator Beth Labelle to arrange their photograph.

10. New Business

10.1. Town of NOTL Official Plan

ACTION: Library board to submit feedback on the second draft of the Town of Niagara-on-the-Lake Official Plan when it's requested this spring.

11. Board Inquiries/Advocacy Reports

MOTION 16 – 03: Moved by M. Lefebvre that the February meeting be cancelled due to multiple scheduling conflicts and rescheduled for July or August as determined at the March meeting.

CARRIED.

12. Adjournment

MOTION 16-04: Moved by J. Lambert that the meeting be adjourned at 8:50 p.m. **CARRIED.**

Next Meeting
Wednesday, March 23rd, 2016, 7:00 p.m.
Library Rotary Room