



NOTL PUBLIC LIBRARY BOARD MEETING AGENDA

**Wednesday, April 25th, 2018 7:00 p.m.
Rotary Room**

Last motion 18-15

1. Call to Order

A regular meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:10 pm

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

Regrets: Andrew Porteus, Terry Flynn (Councilor), John Wiens (Councilor)

Guests: Pearl Paul

Staff: Matt Furlong (IT Coordinator), Cathy Simpson (CEO), Laura Tait (Manager)

2. Deputations

No deputations were received.

3. Declaration of Conflict of Interest

No conflicts of interest were declared.

4. Approval of Agenda

MOTION 18-16: Moved by J. Lambert that the Agenda be approved. **CARRIED.**

5. Approval of Consent Agenda

5.1. Library Board Meeting Minutes, March 28th, 2018

5.2. Chief Librarian's Report

5.3. Quarterly Statistical Report

5.4. Quarterly Financial Report

5.5. Correspondence

MOTION 18-17: Moved by J. Lambert the Consent Agenda be approved. **CARRIED.**

6. Business Arising from the March 28th, 2018 Library Board Meeting Minutes

6.1. Men Sheds – B. Nash

B. Nash distributed Men Sheds information package to facilitate staff's decision on whether or not to proceed with this initiative.

6.2. Computers in Café – M. Furlong

MOTION 18-18: Moved by L. Traficante that, based on the staff report, computers in the cafe should be tabled. **CARRIED.**

6.3. Heritage, Arts & Culture Questionnaire – C. Simpson

ACTION: Written responses to questions 4, 5, 6 & 8 should be emailed to C. Simpson to pass along by Friday 27th April.

6.4. Book Displays – L. Tait

L. Tait reviewed current library book display information with the Board.

6.5. Accreditation Update – C. Simpson

C. Simpson reported that the committee met in April. Members have been assigned sections. Target date completion April 2020. May 10th, 2018 next meeting.

6.6. Provincial Funding Resolution – T. Flynn & J. Wiens

T. Flynn and J. Wiens not present to report. M. Lefebvre reported that the resolution went forward at council meeting and was approved.

7. Policy Review

7.1. GOV – 07 Financial Control & Oversight

MOTION 18-19: Moved by J. Lambert that GOV – 07 Financial Control & Oversight be approved. **CARRIED.**

7.2. OP – 16 Credit Card Use

MOTION 18-20: Moved by B. Dyck that OP – 16 Credit Card Use be approved. **CARRIED.**

7.3. OP – 19 Scent Free Facility

MOTION 18-21: Moved by J. Lambert that OP – 18 Scent Free Facility be approved. **CARRIED.**

7.4. Use of Corporate Resources for Election Purposes

MOTION 18-22: Moved by J. Lambert that the SOLS policy be adopted as amended. **CARRIED.**

8. New Business

8.1. Professional Development Update – C. Simpson & Pearl Paul

C. Simpson & P. Paul reported on their coaching program.

8.2. Library Board Legacy & Strategic Directions – M. Lefebvre

ACTION: L. Tait to send Doodle poll to Board members for half day strategic planning session.

8.3 June 2nd Event – C. Simpson

C. Simpson updated the board on the Summer kick-off event. D. Krause will be asking for volunteers.

8.4 Garden Party – C. Simpson

C. Simpson confirmed the date of this year's Garden Party fundraiser for August 19th at 6pm.

8.5 Step Challenge – B. Nash

ACTION: B. Nash to connect Crispin Bottomley with library staff about marketing the transportation committee's step challenge in June.

8.6 Bike Rack – B. Nash

B. Nash commended the Town on the installation of a bike rack at the front of the library.

9. Board Advocacy & Inquiries

No inquiries or advocacy issues were reported.

10. Adjournment

MOTION 18-23: Moved by J. Lambert, that the meeting be adjourned at 8:39 p.m. **CARRIED.**

**Next Meeting
May 23rd, 2018, 7:00 p.m.
Rotary Room**

Mission Statement

The NOTL Public Library is a team of professional staff and community volunteers committed to enriching the community by providing access to the world's ideas and information.

Vision Statement

The NOTL Public Library is an important community hub proactively encouraging community connectivity and creative thinking through its quality, future-focused library services.

Values

Responsive

The NOTL PL will respond to community needs and concerns.

Current

The NOTL PL will be up-to-date with respect to media, materials & outlook.

Collaborative

There will be collaboration between the community, the staff and the Library Board.

Inclusive

The NOTL PL will not discriminate on the basis of gender, race, religion or sexual orientation.

Informed

The Library Board and staff will be informed and maintain professional best practices.

Innovative

The NOTL PL will creatively develop and implement innovative policies and practices while striving for excellence in patron service.

Respectful

The NOTL PL will demonstrate respect for all patrons and their values.