



NOTL PUBLIC LIBRARY BOARD MEETING MINUTES

**Wednesday, November 28th, 2018, 7:00 p.m.
Rotary Room**

Last motion 18 - 53

1. Call to Order

A regular meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:15 p.m.

Present: Madeleine Lefebvre (Chair), Rochelle Dickenson, Terry Flynn (Councilor), Joy Lambert, Bob Nash, Andrew Porteus, Lisa Traficante, John Wiens (Councilor)

Regrets: Brenda Dyck (Vice Chair)

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

2. Deputations

No deputations were received.

3. Declaration of Conflict of Interest

No conflicts of interest were declared.

4. Approval of Agenda

MOTION 18-54: Moved by J. Lambert that the Agenda be approved minus 9.3. **CARRIED.**

5. Approval of Consent Agenda

- 5.1. Library Board Meeting Minutes, October 17th, 2018**
- 5.2. CEO Report**
- 5.3. Q3 Financials**
- 5.4. Q3 Statistics**
- 5.5. Correspondence**

MOTION 18-55: Moved by L. Traficante that the Consent Agenda be approved. **CARRIED.**

6. Open+ Presentation – Randy Maxey, Bibliotecha

MOTION 18-56: Moved by T. Flynn that the board agrees in principle with extended service technology and recommends that the 2019 – 2022 board include it in their four-year strategic plan. **CARRIED.**

7. Business Arising from the October 17th, 2018 Library Board Meeting Minutes

7.1. Memorandum of Understanding – C. Simpson

MOTION: 18-57: Moved by A. Porteus that the board forms a committee to review and finalize the MOU and forward to the board for approval. **CARRIED.**

8. Policy Updates – C. Simpson

8.1. GOV – 02 Board Orientation & Training

MOTION 18-58: Moved by A. Porteus that GOV – 02 Board Orientation & Training be approved. **CARRIED.**

8.2. GOV – 08 Board Advocacy

MOTION 18-59: Moved by T. Flynn that GOV – 08 Board Advocacy be approved. **CARRIED.**

8.3. GOV – 09 Board/CEO Partnership

MOTION 18-60: Moved by L. Traficante that GOV – 09 Board/CEO Partnership be approved. **CARRIED.**

8.4. GOV – 11 Board Evaluation

MOTION 18-61: Moved by A. Porteus that GOV – 11 Board Evaluation be approved. **CARRIED.**

9. New Business

9.1. Facilities Master Plan – C. Simpson

C. Simpson presented a report on the exclusion of library input from the facilities master planning process.

ACTION: C. Simpson to review the Facilities Master Plan and confirm whether grading is sufficient.

MOTION 18-62: Moved by J. Wiens that a letter be sent to the new council and Lord Mayor that the Library be included in all future municipal planning that directly or indirectly impacts the Library.

9.2. Non-Profit Room Rentals – L. Tait

L. Tait presented a report on room rentals to non-profit groups.

ACTION: Written response to be sent to the Canadian Cancer Society from the Board Chair informing them of the enforcement of the room rental policy.

MOTION 18-63: Moved by J. Lambert that the Room Rental Policy continues to be enforced as is. **CARRIED.**

10. Board Advocacy & Inquiries

None

11. Adjournment

MOTION 18-64: Moved by J. Lambert, that the meeting be adjourned at 8:35 p.m. **CARRIED.**

Next Meeting

December 19th, 7:00 p.m., Rotary Room

Note Christmas dinner in the Rotary Room at 6:00 p.m. prior to December 19th board meeting

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.