



NOTL PUBLIC LIBRARY BOARD MEETING DRAFT MINUTES

Wednesday, December 19th, 2018, 7:00 p.m.
Rotary Room

Last motion 18 - 64

1. Call to Order

A regular meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:45 p.m.

Present: Madeleine Lefebvre (Chair), Brenda Dyck (Vice Chair), Terry Flynn (Councilor), Joy Lambert, Bob Nash, Andrew Porteus, Lisa Traficante

Regrets: Rochelle Dickenson, John Wiens (Councilor)

Staff: Sylvia Eady (Library Service Associate), 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 18-65: Moved by B. Dyck that the Agenda be approved. **CARRIED.**

5. Approval of Consent Agenda

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

5.2. CEO Report

5.3. Correspondence

MOTION 18-66: Moved by L. Traficante that the Consent Agenda be approved. **CARRIED.**

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

6.1. Memorandum of Understanding Committee – M. Lefebvre

MOTION: 18-67: Moved by A. Porteus that an ad hoc Memorandum of Understanding (MOU) Committee be formed with members of the 2019 – 2022 Niagara-on-the-Lake Public Library Board to draft a Memorandum of Understanding between the Niagara-on-the-Lake Public Library Board and the Town of Niagara-on-the-Lake Council. **CARRIED.**

ACTION: MOU Committee to invite a member from the 2015 – 2018 Library Board to act as a committee resource.

7. Policy Updates – C. Simpson

7.1. OP – 17 – Public Internet and Technology Services

MOTION 18-68: Moved by B. Dyck that OP – 17 Public Internet and Technology Services be approved. **CARRIED.**

7.2. OP – 21 – 3D Printing

MOTION 18-69: Moved by T. Flynn that OP – 21 3D Printing be approved. **CARRIED.**

8. New Business

8.1. Library Service Associate (LSA) Update – S. Eady

LSA Sylvia Eady presented an update on the Library's homebound service which she coordinates with library volunteers.

8.2. 2019 – 2022 Library Board Application Update – C. Simpson

C. Simpson reported the deadline for applications has been extended to January 17th and applications can be submitted to the Clerk's department in person, by mail or email.

8.3. Town Council Library Budget Presentation – C. Simpson

C. Simpson reported Town Council's request for information and presentations from organizations receiving funding from the Town. The presentations will likely be scheduled for the January 14th Town Council meeting

8.4. Town Council Library Orientation – C. Simpson

ACTION: C. Simpson to arrange a presentation to council in early 2019.

ACTION: C. Simpson to arrange a meeting with M. Lefebvre and the new Library Board Town Council representatives.

9. Board Advocacy & Inquiries

ACTION: C. Simpson to request open+ costing from the Hamilton Public Library.

10. Adjournment

MOTION 18-70: Moved by J. Lambert, that the meeting be adjourned at 9:00 p.m. **CARRIED.**

Next Meeting
January 23rd, 2019, 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.