



NOTL PUBLIC LIBRARY BOARD MEETING MINUTES

Wednesday, November 20th, 2019, 7:00 p.m.
Rotary Room

Last motion 19-41

1. Call to Order

A regular meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:00 p.m.

Present: Brice Bible, Allan Bisback (Councilor), Kathleen Cartwright, David Hunter (Vice Chair), Betty Knight, Daryl Novak (Chair), Robin Foster, Lisa Traficante

Regrets: Stuart McCormack (Councilor)

Staff: 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 19-42: Moved by D. Hunter that the Agenda be approved. **CARRIED.**

5. Approval of Consent Agenda

5.1. Library Board Meeting Minutes, October 23rd, 2019

5.2. CEO Report

5.3. Correspondence

MOTION 19-43: Moved by B. Bible that the Consent Agenda be approved. **CARRIED.**

6. Business Arising

6.1. Planned Giving

D. Hunter and L. Tait reviewed the planned giving program to date and the need for continued fundraising.

MOTION 19-44: Moved by D. Hunter that the Niagara-on-the-Lake Public Library Board acknowledges the need for and support of planned giving as part of a larger fundraising program. **CARRIED.**

MOTION 19-45: Moved by D. Hunter that support for planned giving and fundraising be provided by individual board members in the way that suits individual board members. **CARRIED.**

6.2. 2020 Operating Budget Scenarios

C. Simpson presented 3% and 0% 2020 operating budget scenarios.

ACTION: C. Simpson to add more content to the report to show the impact on customers, programs and staff.

6.3. Organizational Chart

C. Simpson reviewed the library's staff organizational chart and its reporting structure.

7. New Business

7.1. Children's Materials Fines

C. Simpson explained the rationale behind removing late fees on children's materials.

MOTION 19-46: Moved by A. Bisback that late return fines on children's materials be eliminated in 2020. **CARRIED.**

7.2. Southern Ontario Library Service (SOLS) Trustee Meeting

L. Traficante reported on the most recent SOLS trustee meeting and discussed hosting the April 2020 meeting in Niagara-on-the-Lake.

7.3. December Board Meeting & Christmas Social

D. Novak discussed the date of the December library board meeting and a Christmas social immediately preceding the meeting.

ACTION: L. Tait to send out a doodle poll to determine a possible alternative date for the December meeting.

8. Other Business

8.1 2020 Meeting Dates

D. Novak presented 2020 meeting dates based on the precedent of holding meetings on the third Wednesday of the month. Bill 132 and its impact on the number of mandatory meetings was also discussed.

Jan 15
Feb 26
Mar 18
Apr 15
May 20
Jun 17
Sep 16
Oct 21
Nov 18
Dec 16

9. Board Advocacy, Engagement & Inquiries – D. Novak

B. Knight and D. Hunter reported on a meeting about expanding the book delivery service to Jamaican libraries.

MOTION 19-47: Moved by D. Hunter, that the meeting be adjourned at 8:41 p.m. **CARRIED**

Next Meeting
December 18th, 7:00 p.m., Rotary Room