

**BROCKVILLE PUBLIC LIBRARY**  
**MONTHLY BOARD MEETING – February 12, 2007 at 4:00 p.m.**

CALL TO ORDER: At 4:00 p.m.

PRESENT: M. Wicklum, N. Van Ulden, J. Wlodarczyk, C. Quick, H. Alexander, J. Cullen, J. Huether, Councillor G. Beach, and M. Williams.

Guest: Councillor H. Noble

APPROVAL OF THE AGENDA: It was moved by H. Alexander and seconded by J. Huether that the agenda be approved as amended with additional items under business arising and new business. CARRIED

DECLARATION OF ANY CONFLICT OF INTEREST: No conflict of interest was declared.

MINUTES OF THE LAST MEETING: It was moved by H. Alexander and seconded by N. Van Ulden that the minutes of January 12, 2007 be approved as presented. CARRIED

CHAIRPERSON'S REMARKS: M. Wicklum referred to the two budget presentations the Library Board made to City Council, on Jan. 30 and Feb. 5. She commented that the Library is committed to doing a service review as requested by the City. She attended the Ontario Library Association conference on Feb. 1 and 2 and came away brimming with ideas. She expressed her pleasure that Joan Huether, a new library trustee, was able to attend. It was the largest O.L.A. conference ever held with over 4,600 attendees. As a member of the Ontario Library Boards Association she made a presentation, in French and English, to the Ottawa Public Library Board on Monday Feb. 5 about the benefits of belonging to the Ontario Library Boards Association (OLBA).

IN CAMERA: It was moved by H. Alexander that the Board move In Camera. CARRIED. The Board moved In Camera at 4:05 p.m. It was moved by H. Alexander that the meeting come out of Camera without reporting. CARRIED. The Board moved out of In Camera at 4:06 p.m.

**BUSINESS ARISING FROM THE MINUTES:**

(1) Finance: The Board finance committee presented a revised 2007 budget. Due to City Council's decision to freeze the Library's 2007 budget to 2006 levels, it was necessary to cut \$18,000 dollars. The Board reviewed the revised budget and passed the following motions:

It was moved by J. Wlodarczyk and seconded by G. Beach that the Brockville Public Library Board approve the revised 2007 budget. CARRIED

It was moved by J. Cullen and seconded by N. Van Ulden that the Brockville Public Library Board request the approval by Brockville City Council for the transfer of

\$4,935.00 from the Library's reserve account for the payment of computer maintenance fees in that same amount. CARRIED

(2) FOPL report: The Board received C. Quick's report on the recent activities of the Federation of Ontario Public Libraries.

#### CORRESPONDENCE:

Received: a) Dated Jan. 9, 2007, a letter from the City of Brockville confirming the appointment of Mrs. Joan Huether to the Brockville Public Library Board; b) Dated Jan. 12, 2007 from Elise C. Cole, President, Ontario Public Library Guidelines Monitoring and Accreditation Council, a letter congratulating the Brockville Public Library on achieving its five-year re-accreditation with a score of 97.6%; c) Dated Feb. 1, 2007 from Mr. Bob Casselman, Brockville City Manager, a letter stating the budget motions passed by City Council.

#### ACCOUNTS:

It was moved by J. Huether and seconded by N. Van Ulden that the Brockville Public Library Board approve of accounts payable for the Brockville Public Library for the month of January 2007 in the amount of \$67,637.40 and that this be authority to pay same. CARRIED

REPORT OF THE C.E.O.: In addition to her written report which was distributed in the February board package M. Williams reported as follows:

- (1) The CEO drew to Board's attention to copies she had provided of the winning essays (in English and French) from FOPL's *Telling our Stories* essay writing contest. Ms. Williams continues to serve on the province-wide "Telling our Stories" task force.
- (2) The Board was also given a copy of Mayor Henderson's standard reply to those patrons who emailed him to protest the budget cut to the Library.
- (3) Seventeen more protest letters were delivered to the Mayor on Feb. 12<sup>th</sup>.
- (4) The CEO reported that she had written a letter to the Board of the DBIA (Downtown Business Improvement Area) pointing out that the Brockville Public Library is the major anchor in the downtown core, drawing hundreds of library customers each week; and that library patrons reported in a customer satisfaction survey that they spend money at downtown businesses.

#### NEW BUSINESS:

- (1) Re-accreditation Audit report: The Board had received a copy of the re-accreditation audit report in their board package and also the CEO's report on the audit. The Library received a score of 97.6% compliance with the more than one hundred requirements set out in the guidelines checklist. When asked by one trustee what value there is in pursuing re-accreditation, the CEO replied that there is satisfaction in participating in the voluntary provincial accreditation process which has been developed by one's peers; that this process assists the Board with planning and governance issues; and perhaps most importantly, signals to our municipal government, our principal funder, that we are actively pursuing

- excellence by establishing and maintaining best practices for all library operations. On a personal note, another trustee commented that it would not be of interest to serve on a board that was not committed to meeting the highest possible standards.
- (2) HVAC unit repair: The City of Brockville has agreed to pay for the repair of one of the Library's rooftop HVAC units. This means that we can proceed with exterior painting of the library building in 2007.
- (3) Governance:
- a) It was moved by H. Alexander and seconded by C. Quick that the Board accept as submitted the Programming Policy and the Rules of Conduct as drafts for discussion. These policies will be addressed at an upcoming meeting. CARRIED
  - b) The Board agreed to the staff request to post approved board minutes on the library's website.
  - c) Service Review Committee: Chair M. Wicklum asked for volunteers on the library's service review committee and H. Alexander, G. Beach, J. Cullen and M. Williams agreed to serve. H. Alexander is the chairman. As Chair, M. Wicklum is an ex officio member.
  - d) Councillor Noble had asked board chair M. Wicklum for an opportunity to speak to the Board. He apologized for his deliberately forceful comments at the January meeting regarding the library's 2007 budget, and said that he realized that he had been perceived by library trustees as being confrontational.

NEXT MEETING: Monday March 12, 2007 at 4 p.m.

ADJOURNMENT: Moved by H. Alexander at 5:30 p.m.