

BROCKVILLE PUBLIC LIBRARY
MONTHLY BOARD MEETING – September 8, 2008 at 4:00 p.m.

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

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

APPROVAL OF THE AGENDA: It was moved by J. Huether and second by N. Van Ulden that the agenda be approved. CARRIED

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

MINUTES OF THE LAST MEETING: It was moved by G. Beach and seconded by C. Quick that the minutes of June 9, 2008 be approved. CARRIED

CHAIRPERSON'S REMARKS: M. Wicklum commented that a British study was conducted involving a population segment of 50,000 with the purpose of discovering the best indicators of health in people in their 40's. One of the top three indicators was being read to as a child.

BUSINESS ARISING FROM THE MINUTES:

The Board discussed the 2007 surplus and decided to defer this item to the October meeting.

CORRESPONDENCE: Dated July 25, 2008 from the Minister of Culture confirming our 2008 provincial grant

ACCOUNTS:

It was moved by N. Van Ulden and seconded by J. Huether that the Brockville Public Library Board approve of accounts payable for the Brockville Public Library for the month of June 2008 in the amount of \$53,448.59 and that this be authority to pay same. CARRIED

It was moved by J. Cullen and seconded by H. Alexander that the Brockville Public Library Board approve of accounts payable for the Brockville Public Library for the month of July 2008 in the amount of \$66,781.35 and that this be authority to pay same. CARRIED

It was moved by H. Alexander and seconded by C. Quick that the Brockville Public Library Board approve of accounts payable for the Brockville Public Library for the month of August 2008 in the amount of \$61,884.16 and that this be authority to pay same. CARRIED

The Board directed the CEO to forward paid invoices to the City for certain building maintenance costs.

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

Budget:

Building maintenance items were reviewed as follows:

- a) HVAC unit: City employee Rick Pankhurst was contacted today and said that he is reviewing quotes for a new heat exchanger on one of the rooftop HVAC units. We should have the work done in the next few weeks.
- b) Exterior painting: Mr. Pankhurst is also meeting with Dave Morgan today and will discuss the exterior painting. He said he'd found some quotes that Colin Moral had gotten.
- c) Roof: Larry Fancy and David Poole from Eastern Engineering looked at the flat roof on Aug. 21 but as yet have not submitted a report on their findings.

Ontario Public Library Week, October 19 to 25: The CEO requested that Councillors Beach and Noble ask the Mayor and Brockville City Council to proclaim Ontario Public Library Week, October 19 to 25. Councillor Beach agreed to do this. The Federation of Ontario Public Libraries is responsible for setting the dates and themes for Ontario Public Library Week on behalf of the Ministry of Culture. To that end they have established the dates for the next five years. This year's theme for posters and bookmarks is based on the provincial license plate and is linked with transportation, tourism, local discovery etc.

Brockville Reads: The Library will be launching its third community reading project during Ontario Public Library Month, this time inviting everyone to read *The Book of Negroes*, the award-winning historical novel by Canadian writer Lawrence Hill. The Board received the draft bookmark and poster advertising the project and the author visit in February 2009.

Staff Development:

1. Mrs. Laura Julien participated on a SOLS committee regarding future developments in interlibrary loan service in the Province of Ontario. Meetings were conducted by teleconference call.
2. Mrs. Julien and Ms. Amanda Robinson will be attending training on VDX interlibrary loan software in Ottawa on October 6.

Personnel: Mrs. Cindy Fischer's 30 years of excellent public library service at the Brockville Public Library was acknowledged with cards from the Board and staff and flowers. The anniversary date was Aug. 29th.

Ontario Library Consortium: The annual general meeting of the OLC takes place on Sept. 16 at the Kempenfelt Conference Centre located near Barrie. One of the agenda items is Bibliocommons. The OLC is in talks with Bibliocommons to implement the product for OLC libraries.

Children's summer programming statistics: In 2008 279 children and 171 adults (a total of 450 people) participated in 41 programs. 31 children completed their reading for the Summer Reading Club. In 2007, 456 children and 321 adults participated in 29 programs. 65 children completed their reading for the Summer Reading Club.

OLA conference in 2009: There is money in the board development budget for pre-registration for one trustee. The registration deadline is usually in early December. We would have to pay for any expenses out of the 2009 budget.

Handouts: The Board received two information items: A July 19, 2008 Library Journal article on BiblioCommons and a copy of a Maclean's article, *How smart is your city?* published on September 8, 2008.

NEW BUSINESS:

1. Quarterly budget update: The CEO reviewed the library's financial position as of June 2008 and the forecast to year end.
2. Governance: The Board reviewed the draft bylaw concerning Board meetings conducted via email/teleconference. This item will be approved at the October meeting.
3. Monday reopening: The Library will be open on Mondays from 10 a.m. to 1 p.m. beginning October 6, 2008. A staffing schedule has been prepared and approved by staff. An announcement of our new public service hours is posted on our website, signs have been placed in the library, and the new hours will also be mentioned in the October newspaper column.

NEXT MEETING: Monday October 20, 2008 at 4 p.m.

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