

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

CALL TO ORDER: At 4:05 p.m.

PRESENT: M. Wicklum, J. Włodarczyk, J. Cullen, C. Quick, J. Huether, H. Noble and M. Williams.

ABSENT: G. Beach

APPROVAL OF THE AGENDA: It was moved by C. Quick and seconded by J. Huether that the agenda be approved as amended with additional items under business arising from the minutes, correspondence and new business. CARRIED

DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST: None was declared.

MINUTES OF THE LAST MEETING: It was moved by C. Quick and seconded by J. Cullen that the minutes of November 10, 2008 be approved as amended. CARRIED

CHAIRPERSON'S REMARKS: Chair Margaret Wicklum reported that in the past two weeks she had attended an Ontario Library Association meeting and an Ontario Library Boards Association meeting in Toronto. She asked board members to visit the OLBA website for information on its new trustee development program, *Leadership by Design*. She presented two publications which she urged the board to read: 1) a one-page document for the January 2009 OLA Super Conference describing keynote speakers and workshops which the focus on municipal partnerships, creative communities, community development, and cultural planning; and 2) *The Annual Report on Ontario's Public Schools 2008* prepared by People for Education and covering such topics as measuring success, declining enrolment, fees and fundraising, grades 7 and 8, parent engagement and school libraries.

BUSINESS ARISING FROM THE MINUTES:

1. Building maintenance invoices: The City has confirmed that it will pay for repair of the bulkhead in one of the library workrooms in the amount of \$407.30. However, it will not pay the invoices for 2008 roof repairs in the amount of \$635 as it considers this work to be "normal maintenance (though unexpected)".
2. Quarterly budget update: The CEO presented the fourth quarterly budget update to the end of December 2008. She pointed out that, based on 2008 figures, our projected revenues in 2009 from donations and interest income may fall short when taking into consideration the current worldwide financial crisis.

CORRESPONDENCE: The Board received the following letters: a) From Ross W. McNeil Foundation a cheque in the amount of \$1,150.00 for children's literacy programs; b) From the City of Brockville, a letter dated November 25, 2008 advising that Councillor Henry Noble has been appointed to serve on the library board for 2009; and c) a letter of resignation dated November 30, 2008 to Chair M. Wicklum from former Brockville Library Board trustee Howard Alexander.

ACCOUNTS: It was moved by J. Cullen and seconded by C. Quick that the Brockville Public Library Board approve of accounts payable for the Brockville Public Library for the month of November 2008 in the amount of \$ \$63,608.02 and that this be authority to pay same. CARRIED

The Board requested that the CEO investigate the amount paid to EBSCO and report at the January meeting.

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

The Board received the December library newsletter which lists recent acquisitions, new services and programs. They also received the December 6th *Recorder and Times* column prepared by Amanda Robinson, Manger of Access Services and the person responsible for services to young adults, in which she lists the many teen services available at the Brockville Public Library. The Board expressed interest in and appreciation for the work of library staff for this important group of customers.

The Board was reminded that the early bird registration for the OLA Super Conference was December 8. Councillor Noble announced his intention to attend this conference.

NEW BUSINESS:

1. Mrs. Joan Huether agreed to act as the nominating committee and to prepare a slate of officers for the annual meeting on January 12, 2009. The CEO will arrange for the usual newspaper advertisement.
2. The following 2009 meeting dates were approved: January 12, February 9, March 9, April 13, May 11, June 8, September 14, October 19, November 9 and December 14.

In March 2008 the Ministry of Culture announced a fourth quarter investment of \$15 million and gave the Southern Ontario Library Service (SOLS) and Ontario Library Service North (OLS North) the task of working collaboratively to “support public libraries to bridge the digital divide and to provide all Ontarians with equitable access to digital information, community collections and services.” After consulting with public libraries this past spring to get feedback on how best to use this one-time grant, SOLS and OLSN have developed projects, application programs and the library credit/grant program. The library credit is a designated amount of money for each library system which may be used for eligible expenditures identified in the Grant Program Guidelines. The amount of the credit for each library was calculated as follows: a base credit of \$12,000; an increment based on population using 2006 population data; an increment based on the number of additional branches in a library system; an increment based on remoteness, and the distance from an urban centre of 100,000 or more. A cap of \$250,000 for the Toronto Public Library was applied in view of the intent of the grant to support equitable access with an emphasis on small, rural and remote libraries. Under this program, the Brockville Public Library has been allocated \$17,200. The Board will wait for the publication of the program guidelines and then consider how best to use this most welcome money.

NEXT MEETING: Monday January 12, 2009 at 4 p.m.: the annual meeting followed by the regular business meeting.

ADJOURNMENT: Moved by H. Noble at 5:05

CEO'S REPORT – DECEMBER 1, 2008

Community Survey:

An online community survey was posted on our website (www.brockvillelibrary.ca) at the end of November 2008 as one means of encouraging feedback from the community about our library and its services. It takes five to ten minutes to complete this survey. In order to maintain our accreditation status, we are required to regularly consult with our stakeholders and to use the information gathered to assist us in making long-range plans for service delivery. (See 1.3, *Planning* in the Ontario Public Library Guidelines, 4th Edition at <http://www.olsn.ca/Guidelines/OPLG.aspx?id=2264>).

Young Adult Services:

Staff organized our first anime party on November 27. It was a great success. Nine kids showed up and only two were from BLT, our teen advisory group. Three more teens came and noticed that day that we were having an anime movie, but they were not able to stay. They said they were excited for future ones since they normally drive to Toronto to see anime films. Two teenage boys had never been upstairs and a member of the teen advisory group took them on a tour of the YA area. Another girl came who is interested in joining the group. Staff brought down almost the entire graphic novel collection to the meeting room and all the kids looked through them. Staff got some useful feedback about other good series titles for consideration. Staff noted email addresses in order to notify teens about future YA events. Everyone was enthusiastic about future anime events.

The BLT is holding a bake sale on Sat. December 13 from 10 a.m. to 4 p.m. Donations of baked goods are very welcome. Proceeds will be used for teen programming at the library.

The December book column for the *Recorder and Times* will focus on our current and planned services for young adults age 12 to 18.

Children's Services:

We are offering some special holiday programs for preschool children on December 16 and 18. And on Sat. Dec. 13 from 2:30 to 4:00 p.m. children age five to twelve are invited to make greeting cards, place cards and gift tags. There is no fee for any of the holiday programs; however, donations of non-perishable food items for the Food Bank are appreciated.

Self-generated revenue:

An email survey of libraries serving a population of similar size to Brockville revealed that self-generated revenue reported in the Ministry of Culture's 2005 annual statistical survey of library use was the result of a number of different library activities: consortium partnerships, bequests, donations, book sales, overdue fines, room booking fees, fundraising activities (auctions, gala dinners), and casino revenues.

Prepared by:

Margaret Williams
CEO and Chief Librarian