

BROCKVILLE PUBLIC LIBRARY
MONTHLY BOARD MEETING – February 11, 2008 at 4:00 p.m.

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

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

Absent: H. Alexander, J. Wlodarczyk and G. Beach

APPROVAL OF THE AGENDA: It was moved by J. Huether and second by C. Quick that the agenda be approved as amended. CARRIED

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

MINUTES OF THE LAST MEETING: It was moved by C. Quick and seconded by N. Van Ulden that the minutes of January 14, 2008 be approved as amended. CARRIED

CHAIRPERSON'S REMARKS: Chair M. Wicklum commented on the Recorder and Times' positive editorial about the Library's service review report. She went on to quote from a book she had just read, *Scotland: the autobiography* by Rosemary Goring, a letter written in 1853 by a young Andrew Carnegie to the *Pittsburgh Dispatch* stating the importance of free access to books. Mrs. Wicklum also reported that the workshop she and CEO M. Williams had presented at the OLA conference on the subject of accreditation had gone very well and that she got positive comments from those who had attended.

BUSINESS ARISING FROM THE MINUTES:

- a) Finance: M. Wicklum presented the Library's 2008 budget to City Council on Wed. January 30. The CEO received a copy of a directive from City Clerk Sandra Seale to Director of Finance Donna Cyr confirming that City Council had approved the transfer of \$2,871.00 to the Brockville Public Library Reserve Fund, account R7021-987D-0911.
- b) Technology Plan: It was moved by J. Cullen and seconded by C. Quick that the Brockville Public Library Board approve the 2008 Technology Plan. CARRIED
- c) FOPL membership: We are still awaiting a decision by FOPL about refunding the 2008 membership fee.
- d) Family Day: It was moved by C. Quick and seconded by J. Cullen that the Brockville Public Library not adopt the Family Day holiday (similar to the City). CARRIED.

At this point Councillor Noble left the meeting and there was no longer a quorum to conduct library business.

CORRESPONDENCE: Received from Donna Cyr, City Director of Finance, a letter dated Jan. 18, 2008 requesting a report on remuneration and travel allowance; and from Revenue Canada dated Jan. 21, 2008 stating a successful conclusion of a study of GST review ; and sent to Jane Horrocks, Chair of the Federation of Ontario Public Libraries, on Jan. 29, 2008 regarding 2008 membership.

ACCOUNTS: Approval of February accounts will be postponed to the March meeting.

REPORT OF THE C.E.O.: M. Williams reported as follows:

- a) Roots and Wings Funds: Staff have started to prepare a report regarding 2008 expenditure of Roots and Wings funds for Board approval at the March meeting.
- b) Review of library policies: It is time to resume the regular review of library policies. We will begin with the Circulation Policy Manual in April. The Board will receive a copy in the March board package. The CEO proposed that a board committee be struck to review and revise the Board by-laws with a deadline of November 2008.
- c) Ontario Library Association Conference in Toronto, Jan. 31 to Feb. 1, 2008: The CEO attended the following workshops about customer service, strategic planning, leadership and website development. On Friday Feb. 1, Chair M. Wicklum and M. Williams presented a workshop about how public libraries can achieve accreditation by following the guidelines established by the Ontario Public Library Guidelines Monitoring and Accreditation Council.
- d) Chamber of Commerce events: There will be a lunch at the Brockville Country Club on February 29 with keynote speaker Ray Marshall, CEO and President of Brockville General Hospital. A Business after 5 event takes place at the Marianne van Silfhout Gallery at St. Lawrence College on Thursday Feb. 21. An RSVP is required to attend these events.
- e) Public relations: BizXcel Inc. (a member of the Chamber of Commerce) in partnership with Radical Redesigns has booked the Library meeting room for a workshop presentation for women on Friday, February 29, 2008.

NEW BUSINESS: The Board reviewed the draft policy *Inclement weather/Emergency Closing* and suggested some changes. The revised draft policy will be sent out with the March board package.

NEXT MEETING: The Board agreed to change the meeting date of the March meeting to Monday March 17, 2008 at 4 p.m. The CEO will contact those not present to see if this change is agreeable.

ADJOURNMENT: Moved by N. Van Ulden at 5:30 p.m.