

BROCKVILLE PUBLIC LIBRARY
MONTHLY BOARD MEETING Monday - March 9, 2009 at 4 p.m.

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

PRESENT: M. Wicklum, N. Van Ulden, C. Quick, J. Wlodarczyk, J. Cullen, D. Dodge-Phillips, H. Noble, and M. Williams.

Four library staff attended the meeting as members of the public.

ABSENT: G. Beach and J. Huether

APPROVAL OF THE AGENDA: It was moved by C. Quick and seconded by D. Dodge-Phillips that the agenda be approved as amended to include additional items under business arising and correspondence. CARRIED

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

MINUTES OF THE LAST MEETING: It was moved by J. Wlodarczyk and seconded by D. Dodge-Phillips that the minutes of February 9, 2009 be approved. CARRIED

CHAIR'S REMARKS: M. Wicklum reported that she had attended board meetings for the Ontario Library Association and Ontario Library Boards Association in Toronto the previous weekend. She brought to the board's attention a Private Member's bill, Bill 128, which received First Reading in the Ontario Legislature on November 19, 2008. This Bill would require public libraries to block access on the Internet to sexually explicit material, including written material, pictures and recordings through use of filtering software. Ms. Wicklum commented that the Ontario Library Association and the Federation of Ontario Public Libraries (FOPL) do not support Bill 128.

CEO M. Williams commented that she had planned to discuss this issue as part of her CEO's report for the meeting and had copies of Brockville Public Library's Internet access policy and an email from FOPL on this matter to distribute to the Board. The email stated: "While filters can have a place in a broader program to protect children from inappropriate materials, they do not guarantee that all inappropriate material will be blocked. Filters can also block useful material. Therefore they should be considered as only one element in the library's program to provide Internet service in a safe and welcoming environment."

The Federation's position is consistent with Internet access policies of the Ontario Library Association (OLA) and the Canadian Library Association (CLA). These associations believe that public libraries have a basic responsibility to uphold Canada's Bill of Rights and the Canadian Charter of Rights and Freedoms, to facilitate access to all expressions of knowledge, creativity and intellectual activity, including those which some elements of society may consider to be unconventional, unpopular or unacceptable.

Ms. Wicklum pointed out that our Library had marked Freedom to Read Week February 22-28 with a special display of banned and challenged books located on a table at the main entrance.

Ms. Wicklum commented that Tim Horton's has a Smile Cookie Campaign to support causes such as public libraries.

BUSINESS ARISING FROM THE MINUTES:

1. *Leadership by Design Knowledge Gaps Analysis*: Chair M. Wicklum reminded board members to complete and return this survey to her.
2. Finance: Treasurer J. Wlodarczyk reported that she was investigating the reinvestment of *Roots and Wings* funds and would report further at the April board meeting.
3. Strategic Planning Committee: H. Noble reported that the committee is investigating the feasibility of a self-checkout station.
4. Succession Planning Committee: Committee chair N. Van Ulden reported that the committee has met twice and is gathering statistics, and looking at all staff positions. The committee plans to consult with staff by means of a questionnaire.

CORRESPONDENCE: Received, a letter dated March 4, 2009 from the City Clerk appointing Mr. Don McGowan to the Brockville Public Library Board for the remaining term of Council.

ACCOUNTS: It was moved by J. Wlodarczyk and seconded by D. Dodge-Phillips that the Brockville Public Library approve of accounts payable for the Brockville Public Library for the month of February 2009 in the amount of \$63,887.33 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 March board package, M. Williams reported as follows:

Golf Tournament Fundraiser:

Information is posted on our website. Letters have been mailed out to potential donors and staff will be following up with phone calls at the end of this month. We have four confirmed tee sponsors (at \$100 each). Staff is planning a Facebook event page for free advertising and promotion and we will also make in-house flyers.

Canada Reads: *The Book of Negroes* has won Canada Reads 2009. It also won the People's Choice Award for Canada Reads. Brockville Reads is acknowledged on the Canada Reads website with a photo taken at our BCI event.

Meeting Room: The Board discussed a request from a library customer to use the meeting-room on an ongoing basis for classes in the Mandarin language for Chinese-Canadian students. It was suggested that if non-Chinese children were included, that perhaps this request could be

considered. It was pointed out that although the Library does try to raise funds for operational costs, it also has a mandate to be a community centre.

Building Maintenance:

1. Vandalism: The CEO reported that someone has used spray paint to deface the exterior of the building on the south side and on the handicap ramp. On Sunday March 8 the back door was spray painted. Police will be informed and city staff consulted about how to remove the paint.
2. Exterior painting: City staff confirmed that exterior painting is scheduled to be done in 2009. This expenditure is being carried over from 2008.

City's strategic planning sessions: The CEO attended the downtown/waterfront workshop on Wed. March 4 at the Brockville Rowing Club.

Staff Development:

The CEO plans to attend the following SOLS workshops:

- Friday, April 17, 2009 at North Grenville Public Library-South Gower Branch - 10am to 4pm - Developing Health and Safety Policies for your library
- Wed. May 6 at Manotick Branch, Ottawa Public Library: Developing and implementing the Accessibility for Ontarians with Disabilities Act (AODA) Customer Service Standards
- Thurs. June 4 at Prescott P.L.: Establishing and growing a planned giving program at your library.

Several staff will participate in a SOLS webinar, *An Introduction to RDA – Resources Description and Access*. Resource Description and Access (RDA) is the new cataloguing standard that will replace the Anglo-American Cataloguing Rules, 2nd edition. Webinars are “live” training sessions in which participants view the presentation through their Web-browser and listen to the trainer via telephone. The presenter is Margaret Stewart from Library and Archives Canada who is currently liaison to the Joint Steering Committee for the Development of RDA.

Student volunteers: High school students are required to complete forty volunteer hours before graduation. Under the supervision of the CEO, one high school student is removing books from the shelves in specific subject areas using reports generated by our computer system sorted by specific criteria. Volunteer Frank Fairfax will organize the sale. Another high school student is doing odd jobs (cleaning the staff fridge, etc.) to work on his 40 hour requirement. And a third student will be helping with the March break programs.

Used Book Sale: We will hold our annual sale of used library materials at the 1000 Islands Mall on May 29 and May 30. Frank Fairfax has volunteered to organize this fundraising event again this year.

Family Day, Monday February 16/09: 129 people visited the library between 10 a.m. and 1 p.m. The CEO looked after the adult information desk on the second floor and there were two full-

time staff on the circulation desk. Replacing the CEO with a part-time staff person would have meant paying that person extra as Family Day is a statutory holiday in Ontario.

Retirement: Donna Hunt retired at the end of 2008 and her many contributions to the Brockville Public Library will be celebrated at a retirement lunch on Monday April 20. Mrs. Hunt was an employee with us for eighteen years. She accepted the position of CEO of the Front of Yonge Public Library in January 2009.

In Memoriam: The CEO attended the wake for Brockville lawyer Robert Wilson on Tues. March 3 at Irvine's Funeral Home. Mr. Wilson was a past trustee of the Library Board and served for many years with dedication and distinction.

Vacation: The CEO will be away on vacation from March 16 to 23, returning to work on Tues. March 24.

NEW BUSINESS:

The CEO reported that there is currently \$53,366.68 in the library's reserve account with the City.

NEXT MEETING: Monday April 13, 2009 at 4 p.m.

ADJOURNMENT: by J. Cullen at 5:00 p.m.