

BROCKVILLE PUBLIC LIBRARY
MONTHLY BOARD MEETING Monday - June 8, 2009 at 4 p.m.

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

PRESENT: N. Van Ulden, J. Wlodarczyk, C. Quick, J. Cullen, G. Beach, D. Dodge, R. Sands and M. Williams.

ABSENT: M. Wicklum

APPROVAL OF THE AGENDA: It was moved by D. Dodge and seconded by C. Quick that the agenda be approved as amended. CARRIED

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

MINUTES OF THE LAST MEETING: It was moved by G. Beach and seconded by J. Cullen that the minutes of May 11, 2009 be approved as amended. CARRIED

CHAIRMAN'S REMARKS: Vice- Chair N. Van Ulden chaired the meeting. She welcomed Rick Sands to the Board. Board members introduced themselves. Mr. Sands commented that he had been a trustee on the Brockville Public Library Board for several years, including a term as chair during the expansion/renovation of the library in 1995/96. He has always been an active library patron and is looking forward to serving on the Library Board again.

BUSINESS ARISING FROM THE MINUTES:

1. **Reciprocal Borrowing:** The Board discussed the proposal from the Board of Leeds and the 1000 Islands public library board that Brockville Public Library enter into a reciprocal borrowing agreement with them, meaning that library patrons from these two libraries would be allowed to use either library free of charge. The Board decided for the present to decline this proposal.
2. **Governance:** Rick Sands has been appointed to the Library Board by Brockville City Council for the remaining term of Council, from June 2009 until November 2010. There is one other vacancy on the Board. Trustees were asked to think about candidates to fill this position and be prepared to discuss this at the September board meeting.
3. **Knowledge Gaps Analysis:** The Board had identified its knowledge gaps about board governance through a survey process established by the Ontario Library Boards Association. At the Chair's request the CEO prepared a report filling in these gaps. In an effort to improve and expand their knowledge of board issues, the Board decided to undertake a brief information session at each board meeting and asked the CEO to prepare information about putting a process in place for full board and/or individual member evaluation.
4. **Strategic Planning Committee:** C. Quick presented a draft outline for a new strategic plan for the library focusing on the following issues: marketing and advocacy; development of board and staff; technology planning; and improving services to patrons. He asked for feedback from the Board and CEO. The committee will meet over the summer.

CORRESPONDENCE: Received a) Dated May 12, 2009 a letter of resignation from Trustee Joan Huether; b) Dated June 1, 2009 from the City of Brockville, a letter appointing Rick Sands to the Brockville Public Library Board until November 30, 2010. Mr. Sands replaces Councillor H. Noble who resigned from the Board.

ACCOUNTS: It was moved by J. Cullen and seconded by D. Dodge that the Brockville Public Library approve of accounts payable for the Brockville Public Library for the month of May 2009 in the amount of \$55,532.67 and that this be authority to pay same, subject to investigation and reporting on May Hydro amount. CARRIED.

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

1. Our used book sale on Friday May 29 and Saturday May 30 at the Thousand Islands Mall raised \$800.00. Frank Fairfax headed a team of volunteers, including the CEO. We hired Brock Cartage at a cost of \$65.00 to take the books to the Mall and then take any unsold books to the Museum for their September book sale.
2. Children's services: Summer programming has been finalized and programs and flyers will be distributed to schools, day care centres, the YM/YWCA, etc. The Board was shown a draft program for their information.
3. The competition for the full-time library assistant closed on Friday June 5. We received forty applications.
4. The CEO wrote an article for the *Recorder and Times'* special supplement celebrating the 35th anniversary of the Brockville Community Foundation. The Library has an endowment fund with the Foundation The article acknowledged past donors (including Andrew Carnegie) and encouraged others to think of the Library when doing estate planning. A photograph of the unveiling of our decorative carved sign accompanied the article.
5. The CEO has been invited to participate in the City's Cultural Diversity Workshop on Wednesday June 17 from 6:30-8:30 p.m. at the YM/YWCA. Brockville is one of three Ontario communities selected by the Ontario government as a case study for attracting, integrating and retaining both newly arrived and secondary immigrants. Immigration is being touted as a sound economic development strategy to inject new vitality into communities.
6. Economic Development: At the invitation of the City's Economic Development Department, the CEO participated in an Economic Development Strategy Session at the Quality Hotel Royal Brock on Tuesday May 12 from 3 to 6 p.m. The CEO's idea to support entrepreneurs through a mentoring program was chosen by her focus group to share with the whole group.

NEW BUSINESS:

1. It was moved by G. Beach and seconded by D. Dodge that Brockville Public Library renew its yearly membership to the Brockville & District Chamber of Commerce. CARRIED
2. The Board contact list was updated and will be circulated for the September board meeting.

NEXT MEETING: Monday September 14, 2009 at 4 p.m.

ADJOURNMENT: Moved by D. Dodge at 5:30 p.m.