



**Mission Statement**

**The Lincoln Public Library is dedicated to offering a full range of programs, services and materials that advance the personal growth, life-long learning and recreational interests of its community.**

**Members Present:** Lynn Wisniewski (Chair), Victoria Bucsis, Joyce Harrison, John Kralt, Jane Wright

**Regrets:** Rob Foster, Wayne MacMillan, Kelly Putter

**Staff Present:** Jill Nicholson (CEO) Cathy Simpson (recorder)

**1. Call to Order**

The Chair called the meeting to order at 6:05 p.m.

**2. Declaration of Conflict of Interest**

No conflicts of interest were declared.

**3. Agenda Approval**

Agenda items 4.2.i 2010 Service Plan and 4.2.ii 2010 Collections Plan will be discussed together as agenda item 4.2.i. Agenda item 4.3 .viii Trustee Training will be deferred to the next board meeting.

**10 - 12**

Moved by J. Wright, seconded by V. Bucsis, that the agenda be approved as amended. **CARRIED.**

**4. Matters for Board Decision**

**4.1 Minutes of the January 19, 2010 Board Meeting**

L. Wisniewski was added as Chair of the CEO Evaluation Committee in agenda item 4.4.xi. Committees of the Board in the January 19 board meeting minutes.

**10 – 13**

Moved by J. Harrison, seconded by J. Kralt, that the minutes of the January 19, 2010 board meeting be approved as amended. **CARRIED.**

**4.2 Business Arising from the January 19, 2010 Board Meeting Minutes**

**i. 2010 Service Plan and 2010 Collections Plan**

The 2010 Service Plan and 2010 Collections Plan were reviewed by the board.

## **10 – 14**

Moved by V. Bucsis, seconded by J. Harrison, that the 2010 Service Plan and 2010 Collections Plan be approved. **CARRIED.**

### **ii. ILS Migration Update**

See CEO's Report.

### **iii. Fleming Library Feasibility Study**

See CEO's Report.

### **iv. Community Survey Results**

An executive summary of the library's Community Survey was discussed. The complete survey results will be presented at the March meeting.

## **4.3 New Business**

### **i. January 2010 Financial Report**

The CEO presented the January Financial Report noting the 2010 insurance fee is higher than anticipated due to a significant rise in rates for the municipal sector. It was also noted that the collection processing plan cost was initially in collections and has now been transferred to collection contracts.

### **ii. January 2010 Statistics**

The DCEO presented the January statistics noting that circulation has remained relatively unchanged from this time last year while inquiries and memberships saw substantial increases.

### **iii. 2009 Statistics**

The DCEO presented the 2009 year end statistics highlighting the 6% circulation increase, the slight increase in membership but significant increase in the number of active members. Adult program attendance saw increases while children program attendance remained about the same.

## **10 – 15**

Moved by J. Wright, seconded by J. Kralt, that the Financial and Statistical reports be received. **CARRIED.**

### **iv. Policy Review**

#### **C-11 Schedule of Service**

Due to library budget cuts, Policy C-11 Schedule of Service was revised to include the new earlier closing time of 8:00 p.m. in Beamsville, Monday through Thursday, effective April 1<sup>st</sup>.

## **10 – 16**

Moved by J. Harrison, seconded by V. Bucsis, that Policy C-11 be approved as amended. **CARRIED.**

### **v. Haiti Fundraising Art Show**

See also CEO's Report. A request to hold an art show auction for Haiti earthquake relief was discussed. The board recommends the show follow regular library art show guidelines but the 15% library commission be waived.

**vi. Strategic Plan Review – 2010 Marketing Plan**

The 2010 Marketing Plan was deferred until the next board meeting.

**vii. Accessibility for Ontarians with Disabilities Act (AODA) Compliance**

See CEO's Report.

**viii. Trustee Training**

Trustee Training was deferred until the next board meeting.

Note: J. Harrison and J. Kralt left the meeting at 6:45 p.m.

**5. Matters for Information**

**5.1 Report of the Chair**

The Chair attended the Chamber of Commerce dinner in January with featured Mayor Bill Hodgson as guest speaker. The mayor focused his talk on the importance for our community to be a welcoming place. The Chair noted many new guests at the dinner including a representative from DeSantis Development Ltd.

**5.2 Report of the CEO**

The CEO presented her report highlighting January programming and the impact of full day kindergarten on preschool programs. The teen art show was very successful featuring four schools, 101 pieces of art and was covered on a local Cogeco cable show. The CEO met with the Lincoln Senior's club to arrange a Nintendo Wii program that will start in April. Veronika Reiser will be returning to work part-time in March. All board and staff have completed their AODA booklet training.

**5.3 Report of the DCEO**

The DCEO presented her report highlighting a book donation by the Lincoln Horticultural Club and the replacement of the roof on the Beamsville library. It was also noted that adult staff are now wearing name tags and student staff are wearing library shirts when on duty.

**10 - 17**

Moved by J. Wright, seconded by V. Bucsis, that the Chair, CEO and DCEO reports be received. **CARRIED.**

**5.4 Board Correspondence**

**i. Sofia and Paavo Vuorinen**

The Chair received a letter from Mrs. and Mr. Vuorinen praising library staff's high level of customer service.

**6. Adjournment**

**10 – 18**

Moved by V. Bucsis that the meeting be adjourned at 7:10 p.m.. **CARRIED.**

The next meeting will be held on Tuesday, March 16<sup>th</sup>, 2010 at the Fleming Library.

Chair \_\_\_\_\_

Secretary/Treasurer \_\_\_\_\_