



*Minutes*  
Meeting of the Lincoln Public Library Board  
Thursday February 21, 2013, 6 pm  
Fleming Library, Beamsville, Ontario

**Mission Statement**

**The Lincoln Public Library supports and enriches our community by offering programs, services and materials for the life-long learning pursuits of culture, recreation, education, information technology and social connections.**

**Members Present:** John Kralt (Chair), Geoffrey Barlow, Leah Padfield, Dianne Rintjema, Kumbir Vandeyar

**Regrets:** Vernah Fleming, David Furry, Lynn Jones, Carol Penner

**Staff Present:** Jill Nicholson (CEO), Janice Coles (DCEO, Recorder)

**1. Call to Order**

The Chair called the meeting to order at 6:08 pm.

**2. Declaration of Conflict of Interest**

No conflicts of interest were declared.

**3. Approval of Agenda**

<b>13-07</b>	Moved: L. Padfield	Seconded: G. Barlow
	Be it resolved that the agenda be approved. <b>CARRIED.</b>	

**4. Consent Agenda**

*4.1 Minutes of the January 15, 2013 Board meeting*

The minutes were reviewed. The Chair noted one error: under 13-04, the motion was moved by K. Vandeyar.

*4.2 January 2013 Financial Report*

The CEO noted that the Town has paid the insurance, a supply of postage stamps was purchased before the rate increased, the database subscriptions have been paid for the year, and half the processing fees have been paid to LSC.

*4.3 January 2013 Statistics*

The CEO reviewed the report. Generally, circulation of adult materials is down while that of children's materials is up. MFR's overall circulation is up.

*4.4 2012 Statistics*

The Chair asked that this item to be deferred to the next meeting.

#### 4.5 Report of the CEO

The CEO reviewed her report. The Chair asked about missing materials; the CEO and DCEO responded that items can be stolen or misfiled. The CEO advised the Board of upcoming events: Local History talks on the first two Saturdays of May, on the theme of Agriculture in Lincoln; and an Author Evening on April 29 at Lincoln Centre featuring Kara Bartley.

L. Padfield asked about professionals advising on shelving; the CEO clarified that this would be the vendor that supplies the shelving. The CEO also confirmed that hardcover and paperback fiction would be interfiled at the new library.

In order to discuss matters requiring a vote before the meeting lost quorum, the Chair moved to item 6.2: *2013 Fees and Fines*. The CEO reviewed her report.

13-08	Moved: L. Padfield	Seconded: D. Rintjema
	Be it resolved that the proposed 2013 Fees and Changes be approved. <b>CARRIED.</b>	

#### 4.6 CEO OLA Report

The CEO presented her report.

The meeting continued to **7. Closed Session.**

13-09	Moved: G. Barlow	Seconded: K. Vandeyar
	Be it resolved that the Lincoln Public Library Board move into a closed session to discuss a matter about an identifiable individual. <b>CARRIED.</b>	

13-10	Moved D. Rintjema	Seconded: G. Barlow
	Be it resolved that the Lincoln Public Library Board come out of a closed session. <b>CARRIED.</b>	

13-11	Moved: G. Barlow	Seconded: L. Padfield
	Be it resolved that the consent agenda be approved. <b>CARRIED.</b>	

D. Rintjema left the meeting at 7:05 pm

#### 4.7 Report of the DCEO

The DCEO presented her report. The Chair suggested we look into which local seniors' homes have newsletters, and whether we could contribute to them. The general procedures for blackout situations were reviewed by the CEO. It was noted that the new Community Complex would not have a generator.

#### 4.8 DCEO OLA Report

The DCEO presented her report.

#### 4.9 Board Correspondence

None.

**5. Business Arising**

*5.1 Community Complex Planning Update*

K. Vandeyar reported that Council has approved the donor recognition plan, including naming rights.

The CEO reported that she reviews the new versions of the library floorplan and provides feedback for changes and revisions through the Technical Advisory Committee. L. Padfield asked about Board input into the plans; the CEO responded that there is no mechanism for the Board to give direct input – all staff and Board suggestions go through her to the Technical Advisory Committee. The Chair suggested a Board and staff meeting be arranged to review the plans.

K. Vandeyar requested lists of past donors and Friends of the Library.

**8. Adjournment**

13-	Moved: L. Padfield
12	Be it resolved that the meeting be adjourned at 8:36 pm. <b>CARRIED.</b>

Chair \_\_\_\_\_

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