



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, David Furry, Lynn Jones, Dianne Rintjema, Jo-Anne Vandermey, Kumbir Vandeyar

Regrets: Vernah Fleming, Leah Padfield

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

Guest: Beth Wagner

1. Call to Order

The Chair called the meeting to order at 7:44 pm.

2. Declaration of Conflict of Interest

None.

3. Approval of Agenda

14-01	Moved: D. Furry	Seconded: D. Rintjema
	Be it resolved that the agenda be approved. Carried.	

4. Library User Group Fundraising Report

The Chair welcomed back Beth Wagner, Chair of the Library Fundraising Committee. She updated the Board on the committee's plans:

- 84 of the 100 sets of notecards have been sold. The committee decided against doing a different set of cards for the Spring, as there would not be enough opportunities to sell them.
- Bulb sales were investigated but will not proceed, as the Lincoln Garden Club has indicated that working with other groups on fundraising is outside their mandate.
- The Comfort Food Crawl will take place in February. The particulars have been left up to each restaurant.
- Taste of Our Town Dinner and Auction (April 25): Letters to potential supporters have been drafted. The names are being checked so as to not be sent to those who have already donated. J. Vandermey offered to look into a donor for table arrangements. The committee welcomes suggestions for auction items.
- Bookmarks are going quickly. The group doing fundraising for the hospital has placed them in their "loot bags."
- Work continues on placing donation jars in stores.

The Board thanked Mrs. Wagner for her presentation, and she left the meeting at 7:57 pm.

14-02	Moved: D. Furry	Seconded: L. Jones
	Be it resolved that the Library User Group Complex Fundraising report be received as information. Carried.	

5. Elections

The CEO assumed the Chair for the elections of Board Chair and Board Vice Chair. She requested nominations three times for the position of Chair of the Lincoln Public Library Board.

14-03	Moved: D. Rintjema	Seconded: K. Vandeyar
	Be it resolved that John Kralt be named Chair. Carried.	

The CEO requested nominations three times for the position of Vice Chair of the Lincoln Public Library Board.

14-04	Moved: D. Rintjema	Seconded: J. Kralt
	Be it resolved that Dianne Rintjema be named Vice Chair. Carried.	

The CEO passed the Chair back to J. Kralt.

The Chair informed the Board that V. Fleming has been unable to attend three consecutive monthly Board meetings, and that the PLA requires the Board to authorize the absence by a Board resolution so that the seat does not become vacant.

14-05	Moved: D. Rintjema	Seconded: J. Vandermeij
	Be it resolved that the Board recognizes and accepts that V. Fleming has had to miss the past three Board meetings for personal reasons. Carried.	

6. Consent Agenda

6.1 Minutes of the December 10, 2013 Board meeting

The minutes were reviewed.

6.2 December 2013 Financial Report

The CEO presented the report. Collections were about \$2000 over. Salaries are on track. In response to a question from L. Jones, she explained there was one more pay period to be reflected in the salary budget line for 2013, and some funds were not spent because of the gap between the time Elisabeth Peters retired and Leanne Good started at a lower rate.

6.3 Quarterly and Annual Statistics Reports

The DCEO presented the reports. Various factors in the decline in the circulation of physical items and in-person visits were discussed.

6.4 Report of the CEO

The CEO reviewed her report. In response to a question from L. Jones, she noted that the shelving for the new library will be provided through Schoolhouse Products Inc. in Markham, and that she and the DCEO will be meeting with them to finalize arrangements.

6.5 Report of the DCEO

The DCEO reviewed her report.

6.6 Board Correspondence

None.

14-06	Moved: D. Furry	Seconded: G. Barlow
	Be it resolved that the consent agenda be approved. Carried.	

7. Business Arising

7.1 Community Complex Planning Update

K. Vandeyar reported that the project is on time and on budget. He was a member of a group that toured the facility, and sees a lot of potential for the meeting rooms. The building is scheduled to be ready for groups to move in on May 30.

14-07	Moved: L. Jones	Seconded: D. Furry
	Be it resolved that the Community Complex Planning Update be received as information. Carried.	

7.2 Strategic Plan Update

Various aspects were discussed:

- G. Barlow asked the CEO how staffing levels in the new library will be determined. She responded that we will have to see how arena traffic affects library visits.
- J. Vandermey asked about art displays. The CEO outlined the process currently in place for both libraries, noting that a smaller space (as in the new facility) is better for amateurs as it requires fewer pieces.
- J. Kralt noted that 2.3.3. Technology Hub was key to ongoing educational opportunities for the public.
- J. Vandermey asked what resources (4.2.1.) were available. The CEO outlined the opportunities for Board development.
- J. Vandermey asked what resources were available for high school students. The CEO mentioned our online databases as well as print resources.
- J. Vandermey asked about the Board's role in implementing the strategic plan. The CEO responded that the Board provides direction, input and support on policy development and the staff implements the plan.
- K. Vandeyar felt there was a disconnect between the number of priorities in the plan and the budget. The CEO responded that upcoming changes in staff responsibilities will allow staff to begin some projects such as computer training.
- D. Rintjema asked about programming for adults. The CEO responded that she was preparing a programming plan.
- J. Vandermey asked about grants. The CEO responded that due to our population we are not eligible for Trillium grants, but we have applied for a Federal grant for a summer student.

14-08	Moved: G. Barlow	Seconded: K. Vandeyar
	Be it resolved that the Strategic Plan Update be received as information. Carried.	

7.3 Succession Plan

The reformatted plan was distributed.

14-09	Moved: J. Vandermey	Seconded: D. Furry
	Be it resolved that the Succession Plan be received as information. Carried.	

8. New Business

8.1 Policy Update – D-1 Purpose, D-3 General Selection Principles

The CEO reviewed the updates. In response to questions from J. Vandermey, the CEO explained that for the lending of DVDs the legislation that governs cinemas does not govern libraries, children under the age of ten are not allowed in the library without a parent or guardian, and the library has a Request for Review form for challenged materials.

14-10	Moved: L. Jones	Seconded: D. Furry
	Be it resolved that Policies D-1 Purpose and D-3 General Selection Principles be updated as presented by the CEO. Carried.	

8.2 Visits Report

Various factors affecting in-person visits were discussed. The CEO noted that Grimsby and Pelham have seen their visits level out. L. Jones suggested there be a subcommittee of the Board that looks at the collection and programming funding mix. The specific goals, terms of reference and composition of such a committee will be discussed at the next meeting.

Next Meeting

The next meeting will be Tuesday February 18, 2014 at the Fleming Library in Beamsville, as per the Meeting Schedule 2014 distributed by the CEO.

8. Adjournment

14-11	Moved: L. Jones
	Be it resolved that the meeting be adjourned at 10:21 pm. Carried.

Chair _____

Secretary/Treasurer _____