



**1. Meetings/Outreach**

*December 1 – Senior Management  
December 1 – Council Inauguration  
December 3 – Budget Meeting  
December 5 – AMPLO – Toronto  
December 12 – Literacy Council Board Meeting and Christmas Open House  
December 13 – Library Christmas Open House  
December 16 – Board Meeting  
December 18 – Adult Book Group*

**2. Staff**

Dinner

The thank you dinner for staff, board and volunteers acknowledging their assistance in opening the new branch in Beamsville was held on December 12. A wonderful meal and fellowship was enjoyed by all.

Health and Safety

The Town's Health and Safety Newsletter is circulated to all staff on a monthly basis. The quarterly committee meeting and the monthly inspections have been completed.

Maternity Leave Replacement

K. Vandermeulen will be leaving on maternity leave in March. The library will be recruiting a new casual assistant to cover the leave and work Sundays in February.

**3. Fleming Adult Programming**

The Seniors Wii Bowling Club met once in December. One of the members almost had a perfect 300 game.

The Chess Club and Scrabble Club continue to meet weekly.

The Fleming Branch book group read books on World War I. An interesting mix of fiction and non-fiction were chosen.

**4. Technical Advisory Committee/Community Complex**

The following items are still outstanding: the removal of the frosting above the wireless bar, the addition to the sit-down section of the circulation desk, and a grommet hole for the children's department service desk.

The wood surround at the library entrance was redone so that the frame of the sliding door is not visible. Lettering with the word 'Library' will be mounted on each side of the wood ceiling.

**5. 2015 Budget Update**

Discussion of the 2015 Capital Budget began January 7. The review of the Operating Budget begins January 21.

Sunday openings will be delayed until September. The operating will not be approved until the middle of February. Another staff member to work Sundays needs to be recruited.



**6. Technology Training Partnership**

M. Daley met with representatives of the Literacy Council of Niagara West and the Employment Help Centre of West Niagara to review technology training opportunities for the public in Beamsville. After the review, it was noted that the basic computer training was done by the library, social media training was done by the Literacy Council and resume writing and job search training was done by the Employment Help Centre with no overlap. The three groups agreed to send a trainer to the other sites on an occasional basis to do their training specialty. The three training opportunities at the library site will be open to the general public.

**7. Regional Library Board Orientation**

The public libraries of Niagara are planning joint library board orientation which will take place Saturday April 11 at the Fleming Centre.

Respectfully submitted,

Jill Nicholson, CEO