



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), Leah Padfield, Jo-Anne Vandermey, Kumbir Vandeyar
Regrets: Vernah Fleming, Lynn Jones, David Furry, Dianne Rintjema
Staff Present: Jill Nicholson (CEO), Janice Coles (DCEO, Recorder)

1. Call to Order

The CEO informed the meeting that a Ministry decision regarding another Ontario Library Board with an even number of members stated that 50% of the members can be considered a majority for establishing a quorum. After determining there was a quorum, the Chair called the meeting to order at 7:10 pm.

2. Declaration of Conflict of Interest

None.

3. Approval of Agenda

15-04	Moved: L. Padfield	Seconded: J. Vandermey
	Be it resolved that the Agenda be approved. Carried.	

4. Consent Agenda

4.1 Minutes of the January 20, 2015 Board meeting

The minutes were reviewed.

4.2 January Financial Report

The CEO presented the report, highlighting the \$305 that will be moved out because it is 2014 revenue. L. Padfield requested that documents with bar graphs be reproduced in colour. The DCEO noted that the first sentence in the report should read "in 2015" rather than "for 2014". L. Padfield requested that paragraphs not begin with numerals, as they appear to be section numbering.

4.3 Turnover Rate

The DCEO presented the report. Various rates were discussed; overall the DCEO reported that the numbers are heading in the right direction. The selectors have been sent a copy of the report, so they know which of their collections need more attention. The DCEO suggested that the report be printed in colour for future meetings, and she will ensure that the shading is dark enough so the various sections are clear.

4.4 Report of the CEO

The CEO reviewed her report. She added that the sign at the entrance of the Fleming Library had been installed. L. Padfield asked about the average age of the Seniors Wii bowlers; the CEO responded that most were in their 70s, with some in their 80s.

4.5 Report of the DCEO

The DCEO reviewed her report. In response to questions, she explained that the Helping Hands meeting was hosted by the Employment Help Centre in Beamsville. There were over 15 representatives from numerous social service agencies and community groups present, including Niagara Connects, the Niagara West Adult Learning Centre, the Kristen French Child Advocacy Centre Niagara, Young Careers Initiative and Big Brothers/Big Sisters. During a discussion of computer availability for low income earners, the DCEO informed the group that all twelve Niagara library systems have computers available for the public, and urged those at the meeting to contact their local library for details.

4.6 Board Correspondence

None.

15-05	Moved: K. Vandeyar	Seconded: L. Padfield
	Be it resolved that the Consent Agenda be approved. Carried.	

5. Business Arising

5.1 Community Complex Update

The CEO referred to her report.

5.2 Budget Update

Referring to the printed spreadsheet, the CEO explained that income figures are in red and expense figures are in black. The Chair and CEO reviewed the history of the Circulation Assistants' (CA) pay rate and how the Board reached its decision reflected in motion 14-60. The Chair reported that Council was concerned about the large jump in pay, was recommending a \$20,000 reduction in the Library's annual grant and was recommending that a formal pay equity review of the position be done. K. Vandeyar reported that he attended the Budget Open House in Beamsville, and heard the concerns of a number of Councillors regarding the library's budget request.

A lengthy and thoughtful discussion followed, which included the option of cutting the budget in other areas rather than in the part-time salaries line and not opening on Sundays. The CEO noted her report recommends that the \$4000 slated for benefits and not cut from the budget be retained for CA salaries, meaning there may be funds available for an increase this year if the process raises the CA rate. The CEO has sent an e-mail request to the Town's Director of Finance requesting a pay equity review of the CA position; the Board decided to make this request formal and include all library positions so the issue could move forward.

15-06	Moved: J. Vandermey	Seconded: L. Padfield
	Be it resolved that the revised Operating Budget be accepted. Carried.	

15-07	Moved: K. Vandeyar	Seconded: L. Padfield
	Be it resolved that the Board formally request the Town of Lincoln to undertake a Pay Equity review for all Library staff positions, beginning with the position of Circulation Assistant. Carried.	

15-08	Moved: L. Padfield	Seconded: J. Vandermey
	Be it resolved that the previously adopted motion 14-60 be amended to read: "Be it resolved that the education level for the Circulation Assistant positions be changed to post-secondary education or equivalent and that any change in the position's pay rate await the results of the formal re-evaluation of the position." Carried.	

6. New Business

6.1 2015 Marketing Plan

The DCEO reviewed the report. The CEO suggested that qualitative measures also be included. K. Vandeyar suggested that online databases be called online resources. J. Vandermey asked about specific goals; the DCEO responded that she had considered specific percentages, but did not know which would be realistic, given that we expect usage to fall slightly after the first few months of the new library. She will look at the Ontario Public Library Guidelines to see if it has any benchmarks.

15-09	Moved: L. Padfield	Seconded: K. Vandeyar
	Be it resolved that the 2015 Marketing Plan be accepted. Carried.	

6.2 2014 Brochure Annual Report

The DCEO reviewed the format of the publication, stressing that it was very much a draft in terms of content; some draft figures and information were included to show the look of the document.

15-10	Moved: L. Padfield	Seconded: J. Vandermey
	Be it resolved that the proposed format of the 2014 Brochure Annual Report be accepted. Carried.	

The CEO presented the Board with certificates of appreciation for their work, and the Chair thanked the outgoing members for their contributions to the Library.

7. Adjournment

15-11	Moved: L. Padfield	
	Be it resolved that the meeting be adjourned at 9:31 pm. Carried.	

Chair _____

Secretary/Treasurer _____