



**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:** Vernah Fleming, David Furry John Kralt (Chair), Lynn Jones, Leah Padfield, Dianne Rintjema, Jo-Anne Vandermey. Kumbir Vandeyar

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

**1. Call to Order**

After determining there was a quorum, the Chair called the meeting to order at 7:14 pm. He acknowledged with sadness the recent passing of Board member Geoffrey Barlow, and ensured that all Board members had received information about the funeral and visitation.

**2. Declaration of Conflict of Interest**

None.

**3. Approval of Agenda**

The Chair noted that the agenda should read that the meeting is at the Moses F. Rittenhouse Library in Vineland.

<b>15-01</b>	Moved: D. Furry	Seconded: J. Vandermey
	Be it resolved that the revised Agenda be approved. Carried.	

**4. Consent Agenda**

*4.1 Minutes of the December 16, 2014 Board meeting.* The minutes were reviewed.

*4.2 December Financial Report*

The CEO reviewed the report. In response to a question from L. Padfield, she explained that some budget lines were underspent because when the budget was prepared, we were not certain if some items for the new library would be covered by the budget for the new facility or by the library, so funds were budgeted in case they were needed. For example, the networking expenses were absorbed by the facility budget. As well, some items were not as expensive as expected when the budget was prepared. In response to a question from L. Jones, she explained that expenses for office supplies are also under Admin support. L. Jones stressed that the library must spend all the funds allotted.

D. Rintjema asked why more of the marketing budget was not spent; the CEO responded that it was partially lack of staff time and that we are in the process of rebranding. She reported that a Marketing Plan is being prepared for presentation at the next meeting.

D. Rintjema asked if the programming budget had been increased for 2015, since it was overspent in 2014; the CEO responded that it had been.

**4.3 Statistics – Sept-Dec 2014 and 2014**

The DCEO presented the report. A number of things were discussed:

- The Freegal stats are currently counted as database hits and will be changed to downloads for future reports.
- Downloads are mostly done offsite, though some people use the library’s wifi to download e-books.
- E-books are more expensive to purchase than printed books, and some publishers limit the number of downloads per copy. As well, not all titles are available through OverDrive.
- The DCEO will investigate presenting future download statistics by type (adult fiction etc.)
- Statistics on individual programs will be included in future reports.
- The active members number is lower than expected. The DCEO reported that many couples and families use one card, so more citizens are using their library than is expressed in the numbers. The DCEO will ask all staff to encourage couples to use two cards, to more accurately reflect the community’s use of the library.
- V. Fleming expressed her appreciation of the format of the report.

**4.4 Report of the CEO**

The CEO reviewed her report. The Chair noted that the Technology Training Partnership is just the kind of program we should be doing with other agencies.

**4.5 Report of the DCEO**

The DCEO reviewed her report, highlighting the new outdoor signs at MFR.

**4.6 Board Correspondence**

The CEO reported on a letter received from the Ottawa and Toronto Public Libraries thanking LPL for support and actions taken to date with eContent advocacy.

<b>15-02</b>	Moved: V. Fleming	Seconded: L. Padfield
	Be it resolved that the Consent Agenda be approved. Carried.	

**5. Business Arising**

**5.1 Community Complex Update & 5.2 Budget Update**

These were discussed under 4.4.

**5.3 Legacy Document Update**

D. Rintjema presented the revised document.

**6. New Business**

**6.1 Library Board Application Deadline.**

The CEO reported that the deadline for applications is Friday January 30, 2015 at noon.

**7. Adjournment**

<b>15-03</b>	Moved: D. Furry
	Be it resolved that the meeting be adjourned at 9:07 pm. Carried.

Chair \_\_\_\_\_

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