



Minutes of a Meeting of the Lincoln Public Library Board
Tuesday March 15, 2016, 7 pm
Moses F. Rittenhouse Library, Vineland, 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: Donna Burton, Donna Edwards, John Kralt (Chair), Councillor Wayne MacMillan, John Ripley, Councillor Lynn Timmers

Regrets: Leah Padfield

Absent: Nick Kuhl

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

1. Call to Order

The Chair called the meeting to order at 7:05 pm. He welcomed Library Assistant Margaret Daley, and explained that, due to staff illness, the DCEO was staffing the MFR Library until it closed, and would join the meeting shortly after 8. The CEO will record the minutes until the DCEO arrives.

2. Declaration of Conflict of Interest

None.

3. Approval of Agenda

The Town's CAO was unable to attend, so the CEO asked Margaret Daley to do her presentation instead. As well, it was agreed that consent agenda sections 5.4 to 5.6 will be dealt with after the DCEO joins the meeting, which may necessitate a change in agenda order.

16-	Moved: Councillor Timmers	Seconded: D. Edwards
18	Be it resolved that the Agenda be approved as amended. Carried.	

4. Staff Presentation

Margaret Daley did a well-received presentation about her duties and responsibilities at the library. She was thanked by the Chair, and left the meeting.

5. Consent Agenda

Councillor MacMillan indicated that the consent agenda normally includes items that are not contentious and do not require discussion. If a member wishes to discuss something in the consent agenda, he/she would move to have it pulled from it.

5.1 February 18, 2016 Board meeting minutes

No discussion.

5.2 February Financial Report

Expenditures are on track for the second month of the year.

5.3 Report of the CEO

Councillor Timmers asked about the success of Sunday opening at the Fleming Library. The CEO indicated that use has increased since last September. The average attendance is around 150 with almost 200 the last Sunday that the CEO worked. Councillor Timmers then asked about extending open Sundays later into the spring. The CEO indicated that she had spoken to the new Director of Sport, Recreation and Culture about possible ways to have access only to the library. This will be reviewed at budget time. Councillor Timmers asked the CEO to monitor any complaints after the library closes on Sundays in early April.

As it was not yet 8 pm and the DCEO was still working in the library, the meeting turned to section 6.

6. Business Arising

6.1 Strategic Plan

While it was agreed that the proposed new Mission Statement was acceptable, the consensus was that the proposed Vision Statement was too long. (The DCEO joined the meeting at this point.) After considerable discussion, a revised statement was proposed. The rest of the proposed plan was reviewed, and two minor changes were made. The CEO and Chair stressed that this is a fluid document, subject to revision over the course of the next three years. The CEO will prepare a work plan based on the final plan.

16-19	Moved: J. Ripley	Seconded: Councillor Timmers
	Be it resolved that the Lincoln Public Library Board adopt the Strategic Plan 2016-2019 as presented, with the Vision Statement amended to "Lincoln Public Library is a vibrant community destination for discovery.", the addition of "and Teens" in section 2.3.2, and all of section 4.2.1 changed to Fall 2017. Carried.	

5. Consent Agenda, part the second

5.4 Report of the DCEO

The DCEO presented her report.

5.5 Report of Council

Nothing to report.

5.6 Board Correspondence

None.

16-20	Moved: Councillor MacMillan	Seconded: D. Burton
	Be it resolved that the Consent Agenda be approved. Carried.	

6. Business Arising, part the second

6.2 Reciprocal Borrowing – Evergreen Consortium

The CEO will be meeting with other Evergreen CEOs and Evergreen IT staff on March 22. The proposal is that patrons be able to borrow from another Evergreen library in person and return borrowed items to the owning library. Placing holds on other consortium members' items will be discussed. The Chair stressed that this project will not result in extra costs or staff time.

6.3 Leadership by Design

The CEO asked the Board to let her know when they would like to start this.

6.4 The Board: A Winning Team training series

The CEO asked Board members to let her know if they would like to attend.

7. New Business

7.1 2015 Annual Report

The DCEO explained that the report was prepared using LibraryAware. The Board was impressed by its look and content.

16-21	Moved: D. Edwards	Seconded: Councillor Timmers
	Be it resolved that the Lincoln Public Library Board approve the 2015 Annual Report. Carried.	

7.3 Policy Update – D9 – Local History and F2 – Public Internet Access

16-22	Moved: Councillor MacMillan	Seconded: D. Burton
	Be it resolved that policies D9 – Local History and F2 – Public Internet Access be updated as presented by the CEO. Carried.	

7.4 2016 Fees and Fines

16-23	Moved: J. Ripley	Seconded: Councillor Timmers
	Be it resolved that the Lincoln Public Library Board approve the proposed 2016 Library Fees & Charges, including an increase in the fee for black and white photocopies from 15 cents per page to 20 cents per page, effective May 2016. Carried.	

7.2 E-book Motion – Fort Erie Public Library

This item was inadvertently skipped earlier, so was dealt with at this point. The Fort Erie Council sent a letter to the Lincoln Council for support regarding the high cost of e-books for libraries. The CEO outlined the issue, and asked Councillors MacMillan and Timmers if there was any discussion coming out of the Council meeting. Councillor MacMillan responded that there wasn't; the item was received and filed.

7.5 CEO Evaluation Update

The committee members, Chair J. Kralt, Vice-Chair D. Burton and Councillor Timmers, reported that they have met. Their report will be discussed at the next meeting.

8. Adjournment

16-24	Moved: J. Ripley
	Be it resolved that the meeting be adjourned at 9:01 pm. Carried.

Chair _____

Secretary/Treasurer _____