



Minutes of a Meeting of the Lincoln Public Library Board
Tuesday May 17, 2016, 7 pm
Moses F. Rittenhouse Library, Vineland, Ontario

Mission Statement

Lincoln Public Library is a community hub ensuring equal access to resources and opportunities for thinking, playing, learning and growing.

Members Present: Donna Burton, Donna Edwards, John Kralt (Chair), Nick Kuhl, Leah Padfield, John Ripley, Noel Walker

Regrets: Councillor Wayne MacMillan, Councillor Lynn Timmers

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

1. Call to Order

The Chair called the meeting to order at 7:01 pm. He asked the new Board member, Noel Walker, to introduce himself, and the others present to introduce themselves.

2. Declaration of Conflict of Interest

None.

3. Approval of Agenda

16-34	Moved: L. Padfield	Seconded: D. Burton
	Be it resolved that the Agenda be approved. Carried.	

4. Consent Agenda

4.1 April 19, 2016 Board meeting minutes

4.2 Report of the CEO

4.3 Report of the DCEO

4.4 Board Correspondence

Regarding the minutes, D. Burton questioned which Sunday dates listed in motion 16-30 were a second pilot project. After some discussion, the motion was not changed.

16-35	Moved: N. Kuhl	Seconded: J. Ripley
	Be it resolved that the Consent Agenda be approved. Carried.	

5. Reports

5.1 April Financial Report

The CEO reviewed the report. Responding to a question from J. Ripley, she clarified that the Town bills the library for facilities expenses such as heat, which are reflected on the second page of the report, by location.

16-36	Moved: J. Ripley	Seconded: D. Edwards
	Be it resolved that the Lincoln Public Library Board approve the April 2016 Financial Report. Carried.	

5.2 Statistics

The DCEO reviewed the report. There were questions about the statistics regarding active members. The CEO explained that they indicate how many members had used their card in the 12-month period ending with the reporting month. N. Walker requested numbers on how many cards are used in a given month. The DCEO will investigate. The Chair asked if it was possible to isolate statistics from the self-checkout station. The DCEO will ask the Technical Services Coordinator.

The Board showed interest in knowing what effect, if any, Sunday openings had on visits during the rest of the week. The DCEO will prepare a report for the next meeting.

16-37	Moved: N. Walker	Seconded: D. Burton
	Be it resolved that the Lincoln Public Library Board approve the January – April 2016 Statistics Report. Carried.	

5.3 Report of Council

Deferred as the Councillors had to be at another meeting this evening.

5.4 SOLS Trustee Report

D. Burton presented her report, and showed photos of the public library in Georgetown. In response to a question from L. Padfield, D. Burton clarified that libraries do not have to participate in these meetings.

16-38	Moved: D. Burton	Seconded: J. Ripley
	Be it resolved that the Lincoln Public Library Board receive the SOLS Trustee Report as information. Carried.	

6. Business Arising

6.1 CEO Evaluation

16-39	Moved: J. Ripley	Seconded: D. Edwards
	Be it resolved that the Lincoln Public Library Board ratify the decisions made regarding the CEO Evaluation. Carried.	

7. New Business

7.1 Policy Updates

The CEO presented the report.

16-40	Moved: N. Kuhl	Seconded: L. Padfield
	Be it resolved that Policies F7 – Programming and F11 – Accessible Customer Service be revised as presented by the CEO. Carried.	

7.2 Tour of Moses F. Rittenhouse Library

The Chair suggested the meeting adjourn and then those who can stay can take the tour.

8. Adjournment

16-41	Moved: D. Edwards
	Be it resolved that the meeting be adjourned at 8:15 pm. Carried.

Chair _____

Secretary/Treasurer _____