

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, (Chair), Donna Edwards, Ruth Gretsinger, Terry Teather, Councillor JD Pachereva, Councillor Adam Russell, Joanna Kocsis, Anna Murre

Regrets: J. Thiessen

Staff Present: Julie Andrews (CEO)

1. Call to Order

The Chair called the meeting to order at 7:06 pm.

2. Declaration of Conflict of Interest

None.

3. Approval of Agenda

19-99	Moved: D. Edwards	Seconded: A. Murre
	Be it resolved that the Agenda be approved. Carried.	

4. Consent Agenda

4.1 Minutes of the October 17, 2019 Board Meeting

4.2 Reports of the DCEO and CEO

The Board thanked the CEO for her work to prepare the ICIP grant application in the tight timeline. Bill 132 and potential changes to the Public Libraries Act were discussed. The Board is pleased to note that it will now be possible for permanent residents to join Library Boards and agree that as the bill only addresses a minimum number of Board meetings, the number of meetings per year should remain unchanged for the time being.

19-100	Moved: J. Kocsis	Seconded: T. Teather
	Be it resolved that the Consent Agenda be approved. Carried.	

5. Reports

5.1 1 January-31 October 2019 Financial Report

The CEO presented the report. She mentioned that she is hoping to have the variety of internet/phone charges streamlined for the next report. Expenditures are on track. Consultant fees required for the Feasibility Study pertaining to the ICIP grant will be factored into the November report as will those of the Strategic Planning consultant.

19- 101	Moved: JD Pachereva	Seconded: A. Russell
	Be it resolved that the 31 October 2019 Financial Report be approved. Carried.	

6. Report of Council

Councillors Pachereva and Russell spoke about the Capital Budget for 2020, which will carry an increase of only \$62,000 over 2019. With 31 projects, it is a wonderful plan for improvements all over the Town of Lincoln, including Prudhommes, Hixon Pumping Station and the Rotary Park and several infrastructure projects.

19- 102	Moved: D. Edwards	Seconded: R. Gretsinger
	Be it resolved that the Report of Council be received as information. Carried.	

7. Business Arising

7.1 Friends of the Library Update

The Friends Research Committee has had a second meeting and has begun drafting a Terms of Reference for Board consideration in January. Further, the committee has agreed upon a series of speakers/author events that will take place at various venues throughout Lincoln and will focus on both literary and non-literary authors and other performers and include food and drink. These events will be fundraising events and the new Friends group will be recruited with the running of the events in mind.

A second committee will now be formed to follow through with the recruitment of the Friends group and the planning for and execution of the events. A Board member or CEO will sit on the Friends group as a non-voting member.

Those interested are: JD Pachereva, Joanna Kocsis, Ruth Gretsinger, Donna Edwards and Julie Andrews. Staff member P. Hildred will also be part of the committee. Julie is working on the call out for Friends and the initial committee has completed its work.

7.2 Fines for Overdue Children's Materials re: LINC

The CEO reported that some of the LINC Boards were still in discussion about this matter and that it may be a few months before the policy change can be made.

Lincoln PL Board discussed this topic in October 2019 with unanimous approval to remove fines from children's materials. Future motion will be required.

7.3 Policy Review

Discussion about Indigenous Acknowledgement, Loan Period and Meeting Room policies concluded. The CEO will investigate an addition to the Indigenous Acknowledgement Policy and report back to the Board in January 2020. An item of clarification re: Meeting Room policy was requested by Anna Murre.

19- 103	Moved: R. Gretsinger	Seconded: A. Murre
	Be it resolved that the Indigenous Acknowledgment, Loan Period and Meeting Room policies be approved for 1 January 2020. Carried.	

7.4 Online Registration

The Library Board received communication from the Town of Lincoln regarding the feasibility of sharing the online registration system.

19-104	Moved: JD Pachereva	Seconded: A. Russell
	Be it resolved that Lincoln Public Library enter into an agreement with the Town of Lincoln to share its recreation management software. Carried.	

7.5 LiNC Financial Summary

The CEO reported on the LINC financial summary for 2019 and offered options by which to re-allocate any surplus funds.

It was agreed that these funds be ear-marked for future LiNC courier expenses as will be required.

8. 2020 Operating Budget

The budget was presented by the CEO with the following notes:

- The increase in salaries has several roots: the salaries of the DCEO and CEO were re-graded in 2018/19 and this increase will be felt in 2020.
- We have requested a change from PT (25 hours/week) to FT (35 hours/week) for the Program and Outreach Coordinator
- We have requested an increase of 2 hours each per week for our Circulation Clerk positions.
- An increase in postage and courier fees in response to cuts to SOLS courier

19-105	Moved: JD Pachereva	Seconded: A. Russell
	Be it resolved that the 2020 Operating Budget be presented as discussed. Carried.	

9. New Business

9.1 C-4 – Selling on Premises

There was discussion regarding policy C-4. It has been revised to read: *The sale of products or services in the Library is generally not permitted. Exemptions can be made if a product or service is directly related to a library program and/or for library fundraising initiatives. Permission to sell may also be granted by the Library Board as it sees fit. The sale of items at a program does not infer endorsement by the Library.*

19-106	Moved: A. Murre	Seconded: R. Gretsinger
	Be it resolved that policy C-4 – Selling on Premises be revised as discussed. Carried.	

8. Closed Session

8.1 Personal matters dealing with an identifiable person

	Moved: D. Edwards	Seconded: A. Russell
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19-107	Be it resolved that the meeting go into a closed session to discuss a matter regarding an identifiable person. Carried.
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19-108	Moved: R. Gretsinger	Seconded: A. Russell
	Be it resolved that the meeting come out of the closed session. Carried.	

19-109	Moved: D. Edwards	Seconded: A. Russell
	Be it resolved that the Board directs staff to carry out the actions agreed to in the closed session. Carried.	

9. Adjournment

19-112	Moved: R. Gretsinger
	Be it resolved that the meeting be adjourned at 9:10 pm. Carried.

Chair Donna M Burton

Secretary/Treasurer Jon Lewis 19 Dec 19