

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), Councillor JD Pachereva, Leah Padfield, John Ripley, Councillor Adam Russell, Jennifer Thiessen

Regrets: Noel Walker

Staff Present: Janice Coles (Deputy CEO/Acting CEO), Wendy Baarda (Recorder)

1. Call to Order

The Chair called the meeting to order at 7 pm.

2. Declaration of Conflict of Interest

None.

3. Approval of Agenda

19- 17	Moved: Leah Padfield Be it resolved that the Agenda be approved. Carried.	Seconded: John Ripley
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4. Minutes of the January 15, 2019 Board meeting

19- 18	Moved: Adam Russell Be it resolved that the January 15, 2019 Board meeting minutes be approved. Carried.	Seconded: JD Pachereva
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5. Minutes of the February 7, 2019 Board meeting

John Ripley questioned that the closed session didn't state why the meeting went into closed session. It was confirmed that stating the reason would defeat the purpose of a closed session.

19- 19	Moved: Jennifer Thiessen Be it resolved that the February 7, 2019 Board meeting minutes be approved. Carried.	Seconded: Donna Burton
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6. Staff reports for information

6.1 Deputy CEO/Acting CEO's Report

The Deputy CEO/Acting CEO presented her report. She added that the SOLS Courier will be delivering three times a week (up from two) for a three-month trial period, beginning next week. This is to help deal with the large volume of LiNC deliveries.

Also, staff member Katie Brock has obtained a full-time position with the Board of Education. Their gain is our loss.

The Lamplighter archives are at the Moses F. Rittenhouse Branch and available for the public to peruse by request.

The heat at the library in the Fleming Centre is still not fixed. Town staff are waiting for a part to arrive.

6.2 Next meetings

The Deputy CEO/Acting CEO noted that because Council will not be appointing the citizen members of the new Board until March 18, the current Board will meet for the last time on March 19. The new Board will meet for the first time on April 16 and can discuss future meeting times at that meeting. There is no policy stating the meetings must be held on Tuesdays, but Councillor Pachereva noted that potential Board members were informed that meetings would be on the third Tuesday of the month.

6.3 January 2019 Financial Report

The Deputy CEO/Acting CEO explained that there is no written financial report, as Finance staff advised her that because Council has not ratified the 2019 budget, technically, we have no 2019 budget. She noted that this is a departure from past practice.

19-20	Moved: Donna Edwards	Seconded: Leah Padfield
	Be it resolved that the Deputy CEO/Acting CEO's report, the Next meetings report and the January 2019 Financial Report be received as information. Carried.	

7. Staff reports for approval

7.1 2019 Operating Budget amendments

The Deputy CEO/Acting CEO presented her report.

19-21	Moved: John Ripley	Seconded: Adam Russell
	Be it resolved that the revised 2019 Operating Budget amendments be approved. Carried.	

7.2 Online donations and fine payments

The Deputy CEO/Acting CEO presented her report addressing the payment of fines and donations online. Councillor Pachereva added that there was a possibility of using the online registration that the Town currently uses for programs. The Deputy CEO/Acting CEO will ask library staff to investigate this option.

19-22	Moved: J.D. Pachereva	Seconded: Jennifer Thiessen
	Be it resolved that the Board direct the Acting CEO to open a CanadaHelps account to assist in receiving and receipting donations. Carried.	

7.3 Correspondence received

The Deputy CEO/Acting CEO presented her report. It was agreed that the Chair would send a letter of thanks to MPP Oosterhoff for the annual Public Library Operating Grant of \$40,880, noting some of the concerns about provincial funding contained in the document from OLA and FOPL.

19-23	Moved: John Ripley	Seconded: Leah Padfield
	Be it resolved that the Board direct the Deputy CEO/Acting CEO to draft, on behalf of the Board, a letter of thanks to MPP Sam Oosterhoff with content as discussed. Carried.	

8. Other reports

8.1 Report of Council

Adam Russell reported that council has been busy with budget meetings which should be ratified by March 5. He added that the BIA may expand its coverage.

There was discussion about the Prudhommes project and its impact. The Deputy CEO/Acting CEO read from an e-mail send to the Senior Management Team and Associate Directors by Matt Bruder, Associate Director of Planning & Development for the Town of Lincoln, which updated the status of the draft Plan of Subdivision application for Prudhommes. She encouraged board members to attend one of the Open Houses on March 26.

19-24	Moved: Adam Russell	Seconded: Donna Edwards
	Be it resolved that the Report of Council be received as information. Carried.	

8.2 OLA Reports

Donna Burton reported that she found the session on fundraising informative and learned about new ways to increase donor retention and increase donations.

JD Pachereva enjoyed attending the OLA Board Bootcamp Day and came back with more ideas about the responsibility of the board with respect to budget presentation, dealing with a municipality, regular interaction with the CEO, engaging youth in the community, Friends of the Library and effective Board meetings. Regarding the latter, he mentioned the use of a consent agenda. The Deputy CEO/Acting CEO explained that the Board used to have a consent agenda section, but it wasn't treated as a true consent agenda, as items were presented and discussed during the consent agenda portion of the meeting or later in the meeting after the consent agenda had been approved. It was agreed to try employing a true consent agenda for future meetings.

Jennifer Thiessen talked about the session she presented at OLA, which was titled "Beyond CRAAP: Critical Thinking in the Age of Fake News." The Deputy CEO/Acting CEO suggested it could be an interesting presentation for the library's Speakers' Series.

The rest of the board members expressed their thanks to these members for attending the conference and their enthusiastic approach to the topics.

19-25	Moved: John Ripley	Seconded: Adam Russell
	Be it resolved that the OLA Reports be received as information. Carried.	

9. Business Arising

9.1 CEO Selection Committee update

Donna Burton presented her report.

19-26	Moved: Donna Burton	Seconded: Donna Edwards
	Be it resolved that the CEO Selection Committee update be received as information. Carried.	

9.2 – 9.4 Closed session

19-27	Moved: Leah Padfield	Seconded: J.D. Pachereva
	Be it resolved that the meeting go into a closed session to discuss a matter regarding an identifiable individual. Carried.	

J. Coles and W. Baarda left the meeting. (8:39 pm)

19-28	Moved: J.D. Pachereva	Seconded: John Ripley
	Be it resolved that the meeting come out of the closed session. Carried.	

J. Coles and W. Baarda returned to the meeting. (8:45 pm)

The Board expressed its appreciation to the members of the CEO Selection Committee for their work.

9.5 Legacy document

Jennifer Thiessen presented the Legacy document which will be passed along to the new Board.

19-29	Moved: Jennifer Thiessen	Seconded: Adam Russell
	Be it resolved that the Legacy Document be approved. Carried.	

John Ripley noted that this would be the last Board meeting for Chair John Kralt, who is having knee surgery. On behalf of the Board, he thanked John for all of his hard work over the years and wished him all the best.

10. Adjournment

19-30	Moved: John Ripley	
	Be it resolved that the meeting be adjourned at 8:50 pm. Carried.	

Chair 

Secretary-Treasurer 