



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, Joanna Kocsis, Anna Murre, Councillor JD Pachereva, Councillor Adam Russell, Terry Teather, Jennifer Thiessen

Staff present: Julie Andrews, CEO; Janice Coles, Deputy CEO, Recorder

1. Call to Order

The Chair called the meeting to order at 4:17 pm and reviewed the protocols for participation in an online meeting.

2. Declaration of Conflict of Interest

None

3. Approval of Agenda

20-	Moved: JD Pachereva	Seconded: A. Russell
26	Be it resolved that the agenda be approved. Carried.	

4. Consent Agenda

- CEO reports for 17 March and 21 April 2020*
- DCEO reports for 17 March and 21 April 2020*
- Draft Minutes of the Special Meeting of 2 April 2020*
- Draft Minutes of the Meeting of 18 February 2020*
- Financial Report: February 2020*
- Financial Report: March 2020*

T. Teather asked if all the staff evaluations have been completed; the CEO and DCEO responded that they both had ones to finish, but wanted to do them in person.

J. Kocsis asked about the book drops in long-term care homes. The CEO responded that one home accepted delivery of a box. J. Kocsis asked if it would be possible to help residents with e-books and downloading in-person or virtually; the CEO responded that in-person isn't possible but that virtual assistance may be.

Councillor Russell asked if we would be below budget on some lines. The CEO responded that we could be a bit under. She added that we are watching our purchasing, since we don't know when we'll re-open and we are increasing our online offerings. She noted that this is an opportunity to reconstruct our website so that we can update it ourselves and not have to pay a third party. There is money coming back to us from LINC because the consortium did not purchase a server as was once the plan. J.

Kocsis advised against using WordPress as she found it needed a lot of maintenance. She recommends Wix.

J Kocsis asked about the increases to Hoopla. The DCEO answered that we have increased our monthly budget and raised the price caps on many items but have not increased the monthly limit per patron. The CEO noted that the collections budgets will balance in the end.

J Kocsis asked if there is a book cart at MFR. The DCEO answered that there isn't, because of the lack of protection from the elements. J. Kocsis wondered if we could find another location for it in Vineland.

D. Edwards was able to connect to the meeting at this point (4:30 pm).

Councillor Pachereva provided an update on the author series being planned by the Friends of the Library. He also expressed concern about the large difference in the cost of the internet at the two branches and proposed a motion to have it investigated.

20-27	Moved: JD Pachereva	Seconded: D. Edwards
	Be it resolved that the library request a breakdown of the internet costs for both library locations in the context of what the total spend is for the municipality and what the allocation of both bandwidth and costs are between branches and other municipal infrastructure locations. Carried.	

The Chair thanked the CEO for her extra work during the pandemic situation and asked about the Town's Business Contingency Plan. The CEO responded that each department graded its essential services, which will help us plan how we come out of this situation. She did the grading for the library and found it to be a useful exercise. The Chair also thanked the DCEO and other staff for their work during this period.

20-28	Moved: R. Gretsinger	Seconded: J. Thiessen
	Be it resolved that the Consent Agenda be approved. Carried.	

5. Report of Council

Councillor Pachereva reported that he is continuing as Deputy Mayor and Council is meeting virtually. Town staff are chatting with local businesses to learn how the pandemic is affecting them and how the Town can help. Some initiatives include supporting a buy local program, encouraging local VQAs at the LCBO and waiving interest charges on tax and water bills.

Councillor Pachereva also reported the good news that libraries will remain in the existing development charge bylaws, which shows that our voices were heard.

Councillor Russell reported that the Town has a number of new bylaw officers, as they are using existing staff to follow up on complaints regarding lack of physical distancing.

The CEO added that she has been in touch with the Town about library staff helping with calls to local businesses and we will be involved. We will also be calling our

patrons, and continuing our Books and Brews group online. J. Kocsis asked if the library could look into having its own Zoom account; the CEO will be doing so.

The CEO asked each Board member to send her their photo, showing what they (and their kids, if they like) are reading.

20- 29	Moved: R. Gretsinger	Seconded: A. Russell
	Be it resolved that the Report of Council be received as information. Carried.	

6. Closed session

20- 30	Moved: J. Kocsis	Seconded: T. Teather
	Be it resolved that the meeting go into a closed session to discuss matters regarding identifiable individuals. Carried.	

20- 31	Moved: JD Pachereva	Seconded: R. Gretsinger
	Be it resolved that the meeting come out of the closed session. Carried.	

20- 32	Moved: A. Murre	Seconded: D. Edwards
	Be it resolved that the Board direct the CEO to enact the recommendation discussed in the closed session. Carried.	

J. Kocsis asked about Board self-evaluation. T. Teather suggested it be brought forward to the next meeting. The Chair will send information on how it was done the last time.

7. Adjournment

20- 33	Moved: A. Russell	
	Be it resolved that the meeting be adjourned at 5:34 pm. Carried.	

Chair 

Secretary/Treasurer 

