



**LINCOLN
PUBLIC
LIBRARY**

Minutes

Meeting of the Lincoln Public Library Board
Tuesday, March 17th, 2009, 7:00 p.m.
Lincoln Public Library, Beamsville, Ontario

Mission Statement

The Lincoln Public Library is dedicated to offering a full range of programs, services and materials that advance the personal growth, life-long learning and recreational interests of its community.

Members Present: Jane Wright (Chair), Lisa Denick, Rob Foster, Joyce Harrison, John Kralt, Wayne MacMillan, Lynn Wisniewski

Regrets: Kelly Putter

Staff Present: Jill Nicholson (CEO), Cathy Simpson (DCEO, recorder)

1. Call to Order

The Chair called the meeting to order at 7:00 p.m. and introduced University of Toronto library school student, Lillian Gretsinger, who was present to observe a library board meeting as part of her internship with the Lincoln Public Library.

2. Agenda Approval

09 - 23

Moved by J. Harrison, seconded by J. Kralt, that the agenda be approved.
CARRIED.

3. Matters for Board Decision

3.1 Minutes of the February 24, 2009 Board Meeting

09 – 24

Moved by W. MacMillan, seconded by L. Wisniewski, that the minutes of the February 24th, 2009 board meeting be approved. **CARRIED.**

**3.2 Business Arising from the February 24, 2009 Board Meeting
Minutes**

The CEO clarified the difference in borrowing limits with the change from teacher to institutional or adult library cards.

3.3 Minutes of the March 5, 2009 Facilities Committee Meeting

J. Kralt reviewed the minutes of the March 5, 2009 Facilities Committee meeting.

09 – 25

Moved by J. Kralt, seconded by J. Harrison, that the minutes of the March 5th, 2009 Facilities Committee meeting be approved. **CARRIED.**

3.4 Business Arising from the March 5, 2009 Facilities Committee Meeting

The process of identifying the library's core functions was discussed. It was agreed that the board and TOL staff will identify the library's core functions and space requirements and forward to the CAO by May without the help of a consultant. J. Kralt also recommended more library site visits and the examination of library floor plans to assist in the planning process.

3.5 New Business

i. February Financial Report

The CEO presented the February Financial Report. Several computer problems during the last few months have resulted in a 24% expenditure in the computer maintenance/repair budget line. The rest of the expenditures are on track at this point. A discussion of financial comparisons, the non-resident user fee and the one-time provincial grant followed.

ii. February Statistical Report

The DCEO presented the February 2009 statistics noting the addition of some missing numbers for Beamsville. These numbers did not change overall circulation numbers which increased at both libraries.

09 – 26

Moved by L. Denick, seconded by L. Wisniewski, that the financial and statistical reports be approved. **CARRIED.**

iii. Policy Review

The Vice Chair and CEO reviewed changes to the following policies:

a. F-2 – Public Internet

Policy F-2 was edited extensively to remove repetition and improve clarity. The age at which youth can use the internet without parental permission was raised to 16 years.

b. F-4 – CLA Statement on Internet Access

Policy F-4 was reviewed and it was determined that no changes were necessary as the policy is still accurate and valid.

c. F-9 – Wireless Access & Guidelines for Acceptable Use of Internet

Minor grammatical changes were made to Policy F-9. Future charges for wireless access were discussed.

All policies dated prior to 2003 will be brought forward to board for review.

09 – 27

Moved by W. MacMillan, seconded by J. Kralt, that policies F-2 – Public Internet, F-4 – CLA Statement on Internet Access and F-9 – Wireless Access be approved as reviewed and amended. **CARRIED.**

iv. 2008 Annual Report

The CEO added the Children's Services portion to the long annual report. The addition of financials and the library slogan to both reports as well as several wording changes were discussed.

09 – 28

Moved by J. Harrison, seconded by J. Kralt, that the annual reports be approved as amended. **CARRIED.**

4. Matters for Information

4.i Report of the Chair

The Chair presented her report highlighting a breakfast meeting with local politicians. The CEO evaluation committee had a preliminary meeting this evening and the Chair will contact the CEO to arrange a meeting.

4.ii Report of the CEO

The CEO presented her report highlighting March Break programming. The response was excellent in Beamsville but the Vineland programs had to be cancelled. The Integrated Library System (ISL) feasibility study has been approved for a Library Strategic Development Fund grant. The ISL Consortium is still working with Knowledge Ontario on funding for the rest of the project.

09 – 29

Moved by J. Harrison, seconded by L. Denick, that the Chair and CEO reports be received. **CARRIED.**

4.3 Board Correspondence

None.

5. Pending

i. Trustee Training/Succession Planning

ii. Committee Structure Review – June

6. Adjournment

09 – 30

Moved by L. Wisniewski that the meeting be adjourned. **CARRIED.**

The meeting was adjourned at 8:10 p.m.

The next meeting will be held on Tuesday, April 21st, 2008 at the Fleming Library in Beamsville.

Chair _____

Secretary/Treasurer _____