



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), Rob Foster, Joyce Harrison, John Kralt, Kelly Putter, Wil van der Elst

Regrets: Lisa Denick, Wayne MacMillan

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.

2. Agenda Approval

08 - 90

Moved by W. MacMillan, seconded by J. Harrison, that the agenda be approved as amended. **CARRIED.**

3. Matters for Board Discussion

3.1 Minutes of the September 16, 2008 Board Meeting

08 – 91

Moved by J. Harrison, seconded by K. Putter, that the September 16, 2008 board meeting minutes be approved. **CARRIED.**

**3.2 Business Arising from the September 16, 2008 Board Meeting
Minutes**

i. User Fees

The Chair reviewed the responses from Grimsby, St. Catharines and West Lincoln to Lincoln's request for a reciprocal borrowing agreement. This was followed by a discussion of the Executive Committee's recommendations for user fees for Grimsby and St. Catharines residents applying for a LPL card. An information campaign explaining the new user fee policy will include a media release giving background on the library's attempts to work out reciprocal

agreements and a handout for library patrons explaining the new fee. The fee can be paid in instalments and families will be allowed to purchase one card for use by the whole family. The fee will be paid when non-residents register and expire one year from that date.

08 – 92

Moved by W. van der Elst, seconded by J. Harrison, that the Lincoln Public Library Board institute a \$35 per person annual user fee for Grimsby and St. Catharines residents beginning January 1st 2009 with a communications strategy in the months **preceding** this date. **CARRIED.**

ii. Committee Structure

Committee structure will be reviewed at November's board meeting.

3.3 Minutes of the October 8, 2008 Special Board Meeting

08 – 93

Moved by J. Kralt, seconded by K. Putter, that the minutes of the October 8, 2008 special board meeting be approved. **CARRIED.**

3.4 Business Arising from the October 8, 2008 Special Board Meeting

i. Capital Budget Request

J. Kralt reviewed the October 27th council budget meeting. The response to the library's capital budget was positive and council is now considering all the TOL departmental budget requests. The CEO will talk to the TOL about the HVAC system requested by Public Works for the Fleming facility. The CEO spoke to B. Spadoni regarding the set up of a capital account for fund raising. B. Spadoni agreed that an account for fund raising should be established and informed the CEO that the library board must pass a motion to set up the account. The CEO confirmed that the Fleming donation is designated for programming so the 2008 donation should not be deposited in the capital account. The family connected with the bequest are willing to let the donation go in a capital account for the Fleming building project.

08 – 94

Moved by J. Harrison, seconded by J. Kralt that the LPL board set up a capital account for the Fleming building project. **CARRIED.**

3.5 Minutes of the October 15, 2008 Library Services Committee Meeting

08 – 95

Moved by W. van der Elst, seconded by K. Putter, that the minutes of the October 15, 2008 Library Services Committee meeting be approved. **CARRIED.**

3.6 Business Arising from the Minutes of the October 15, 2008 Library Services Committee Meeting Minutes

i. Policy E-2

The CEO reviewed minor changes to policy E-2. Further changes are required due to the new reciprocal borrowing agreement and user fee policy. The policy will be referred back to Library Services Committee.

ii. Policy E-5

The CEO reviewed the staff recommendation for a fine threshold of \$10 for borrowing and R. Foster's recommendation that patrons not be allowed to carry any amount of fines and allowed to borrow. A discussion of the recommendations followed.

08 – 96

Moved by W. van der Elst, seconded by K. Putter, that Policy E-5 be amended to include a \$10 fine limit for circulation purposes. **CARRIED.**

iii. Policy C-11

The CEO explained the addition of Family Day in the list of library closures.

08 – 97

Moved by J. Kralt, seconded by J. Harrison, that Policy C-11 be accepted as amended. **CARRIED.**

iv. September Statistics

The DCEO reviewed the September statistics highlighting the 8% circulation increase and the breakdown of print vs. non print circulation. The problem with the web site visit statistics has now been resolved.

08 – 98

Moved by K. Putter, seconded by W. van der Elst, that the September statistics be received. **CARRIED.**

3.7 Minutes of the October 15, 2008 Executive Committee Meeting

08 – 99

Moved by J. Kralt, seconded by K. Putter, that the October 15, 2008 Executive Committee Meeting minutes be approved. **CARRIED.**

3.8 Business Arising from the October 15, 2008 Executive Committee Meeting Minutes

i. 2009 Operating Budget

The Chair reviewed the operating budget and explained that the board asked the CEO to prepare a budget that included the mandatory salary increases and flat-lined all other budget lines except mileage (the per kilometre rate increased), library materials and the consultant fee for the ILS project. A discussion of the operating budget followed.

R. Foster joined the meeting at 8:00 p.m.

08 – 100

Moved by J. Kralt, seconded by K. Putter, that the 2009 Operating Budget be approved in principal. **CARRIED.**

ii. September Budget Report

The CEO presented the September Budget Report and a discussion of the collection budget followed.

08 – 101

Moved by W. van der Elst, seconded by R. Foster, that the September Budget Report be received. **CARRIED.**

iii. MFR Renovation 2009 Carry Forward

08 – 102

Moved by J. Kralt, seconded by W. van der Elst, that \$760 in capital funds be carried forward to 2009 for the electrical work to move the patron internet terminals. **CARRIED.**

3.9 New Business

i. 2007 Audit

The CEO asked the TOL to pull out the library accounts from their accounts for the provincial audit. The CEO presented the 2007 audit and a discussion followed.

ii. Christmas Closure

The CEO made her recommendations for the 2008 Christmas closure.

08 – 103

Moved by W. Van der elst, seconded by K. Putter, that the Lincoln Public Libraries close December 24th, 2008 during the Christmas holiday season. **CARRIED.**

4. Matters for Information

4.1 Report of the Chair

The Chair gave an oral report informing the board that she received thank you notes from Veronika Reiser and Charlie Mitchell for the fruit arrangements sent by her on behalf of the board. The Chair is now finalizing the Christmas dinner arrangements. The Chair then asked if any board members were available to fill in for her at a volunteerism focus group organized by Judy Pease scheduled for Thursday, October 30th or at the November 2nd Escarpment Trustee meeting scheduled from 10:00 a.m. to 1:00 p.m. in Georgetown.

4.2 Report of the CEO

The CEO presented her report highlighting programming and the Vineland renovation. The CEO also reported that Veronika Reiser's recovery is progressing well and she plans to return to work part time beginning November 10th and build up to full time by January 2009.

4.3 Board Correspondence

5. Adjournment

08 – 104

Moved by W. van der Elst that the meeting be adjourned. **CARRIED.**

The meeting was adjourned at 8:30 p.m.

The next meeting will be held on November 18th, 2008, 7:00 p.m. at the Fleming Library.

Chair _____

Secretary/Treasurer _____