

Monday, November 27, 2017
Buell St. Room, Brockville Public Library

1. CALL TO ORDER: 5:02 p.m.

PRESENT: Board Members: N. Bowman, J. Cullen, C. Quick, R. Sands, M. Wicklum, L. Wales, C. Hannah. Staff: E. Farrell.
Regrets: C. TeKamp

2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):

None

3. APPROVAL OF THE AGENDA

Moved by R. Sands and seconded by C. Quick. Carried.

4. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST: None.

5. CONSENT AGENDA:

- a. October Board minutes
- b. October Statistics & Financial report
- c. October CEO Report

Moved by M. Wicklum and seconded by J. Cullen... "That the Brockville Public Library Board accepts the consent agenda which includes the October Board minutes, October CEO report, and October Statistics & Financial report." Carried.

6. FOR DISCUSSION/DECISION

- a. My Giving Library - update

E. Farrell provided an update on current funding received for the My Giving Library campaign. A newsletter is prepared and will be sent out for Giving Tuesday (November 28).

- b. Health and Safety policy review

Moved by R. Sands and seconded by C. Quick... "That the Brockville Public Library Board approves the recommended revisions to the Health and Safety Policy: 7-1, 7-6, and 7-7 as amended." Carried.

- c. Service Levels policy review

Moved by M. Wicklum and seconded by C. Quick... "That the Brockville Public Library Board approves the recommended revisions to the Service Level Policy as presented." Carried.

- d. Trustee Council meeting

J. Cullen reported that there were 13 Trustees in attendance on Saturday, November 18 and the Library received very positive comments about the Library. Regional

libraries are currently undergoing accreditation, reaccreditation, reevaluation of floor plans and library space, an increase in adult and teen services and are concerned by the minimum wage increase.

e. OLA conference

E. Farrell and another employee are attending the OLA conference this year. N. Bowman will be attending on behalf of the Board and encouraged anyone considering the Chair or Vice Chair position to reach out to her so they could attend as well. E. Farrell is presenting a session and, as a result, is saving on the cost of admission, thus making it possible to send four people this year.

f. Fines on juvenile library cards

E. Farrell presented a proposal to reduce or eliminate late fees for juvenile library cards through local sponsorship. The Board has recommended two amnesty weeks for book returns in January before any further discussion about eliminating late fees occurs.

g. Municipal report

N. Bowman commented on the Municipal report and the similar report produced by the City of Brockville. The City did not include the Library in their report, so N. Bowman will use the information from the Municipal report to create supplementary information for the City report about the Library.

7. FOR EXPLORATON

a. Advocacy: sharing|promoting|celebrating BPL:

- N. Bowman commented that the vendors at the Bake and Craft sale on November 24 and 25 had very positive things to say about the Library and the staff. E. Farrell mentioned that she would like to extend the hours next year during the Santa Claus parade.
- J. Cullen commented that the Trustees also had very positive things to say about the Library during their visit. They were particularly impressed with the size and layout of the library as well as the new virtual reality technology.

b. Upcoming events

8. ITEMS FOR NEXT AGENDA

- Report on Amnesty weeks

9. PRIVATE SESSION

Moved to private session by L. Wales at 6:10 p.m. to discuss personal matters. Moved out of private session at 6:33 p.m. by C. Hannah.

10. MEETING EVALUATION: Deferred.

11. ADJOURNMENT: Moved by M. Wicklum at 6:34 p.m.

NEXT MEETING: Monday, January 22, 2018 at 5:00 p.m. at the Library.

Signature of the Chair: _____
(after approval)

DRAFT