

Monday, October 24, 2016
Buell St. Room, Brockville Public Library

1. CALL TO ORDER: 5:00 p.m.

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

2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):

N. Bowman acknowledged the re-accreditation audit with a score of 100%. A letter will be sent to Council once the full accreditation report and certificate have been received. N. Bowman will also send a thank-you letter to the staff on behalf of the Board.

3. APPROVAL OF THE AGENDA

With the addition of 6 (d) Budget Update and 6 (e) Waterfront Project Feedback.
Moved by R. Sands and seconded by J. Cullen. Carried.

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

5. CONSENT AGENDA:

- a. September Board minutes.
- b. September financial report and statistics.
- c. September/October CEO report.
- d. FOBPL minutes

Discussion took place around the mini-survey results. Repetitive strategic requests include free parking, enhanced resources, added business hours and a north-end drop-off location. L. Chadwick will post responses to the requests.

Moved by C. Quick and seconded by L. Wales ..." That the Brockville Public Library Board accepts the consent agenda which includes the September Board minutes, September financial report and statistics, the September/October CEO report and the FOBPL minutes." Carried.

6. FOR DISCUSSION/DECISION

- a. My Giving Library - update:
N. Bowman provided an update that \$6,300 had been raised to-date.
- b. OLA Conference – attendees:
The annual library conference is being held February 1 – 4, 2017 at the Convention Centre in Toronto. The theme is 'All In'. Attendees will include 2 staff members and 1 or 2 Board members. Details to be determined over the next few weeks.
- c. Board and Staff – November 28, 2016 annual get-together:
This date was favourable.

- d. Budget update:
The original budget submission of 1.98% has been increased to 2.35% due to a benefits adjustment at the City. All departments were affected.
- e. Waterfront Project Feedback:
L. Chadwick will respond to the City Clerk that the Library is happy to offer meeting space and promotion to the committee involved with this project.

7. FOR EXPLORATON

- a. Children’s Room Makeover:
Board members had a tour of the ‘almost finished’ space.
- b. Fees Review Study:
Following discussion, L. Chadwick will bring recommendations around meeting room and non-resident fees to the November Board meeting.
- c. Advocacy: sharing|promoting|celebrating BPL:
J. Cullen attending an upcoming regional Trustee Council in Perth, ON. L. Chadwick, L. Julien, B. Smith and L. Price attended an Eastern Ontario Library Symposium on October 24, 2016 in Perth, ON. L. Chadwick and B. Smith will be participating on a L&G Immigration Services and City of Brockville Diversity Panel on October 26, 2016.

8. ITEMS FOR NEXT AGENDA

- a. Health & Safety Policy – annual review.
- b. Annual work plan - review.
- c. Annual schedule of meetings.
- d. CEO performance review.
- e. Strategic Plan – update.

9. PRIVATE SESSION

Moved to private session by M. Wicklum at 6:15 p.m. to discuss personal matters. Moved out of private session at 7:00 p.m. by R. Sands.

10. MEETING EVALUATION: Deferred.

11. ADJOURNMENT: Moved by R. Sands at 7:03 p.m.

NEXT MEETING: Monday, November 28, 2016 at 5:00 p.m. at the Library.