

## MINUTES OF THE PORT COLBORNE PUBLIC LIBRARY BOARD MEETING

Wednesday April 6<sup>th</sup>, 2011 - 6:00 p.m.  
Port Colborne Public Library Auditorium

**ATTENDANCE**                    **BOARD** : D. Miller, C. MacMillan, J. Sammut, J. Tomiuck, B. Steele  
**STAFF**: J. Parry, Stacey Hol  
**REGRETS**: R. Heil, T. Cobain, P. Senese

- 1) **INVOCATION** delivered by **Janice Sammut**
- 2) **CHAIRPERSON'S REMARKS**
- 3) **APPROVAL OF AGENDA**

MOVED BY **J. Sammut** SECONDED BY **C. MacMillan**

*That the agenda for the April 6<sup>th</sup>, 2011 meeting be adopted as circulated.* Carried.

- 4) **DECLARATION OF CONFLICT OF INTEREST**
- 5) **DELEGATIONS** - none
- 6) **MINUTES OF THE PREVIOUS MEETING**

MOVED BY **C. MacMillan** SECONDED BY **J. Tomiuck**

*That the minutes for the March 2<sup>nd</sup>, 2011 meeting be adopted as circulated.* Carried.

- 7) **BUSINESS ARISING FROM THE MINUTES** none
- 8) **AGENDA ITEMS**

**a) CSIF Grant update**

The Library has been awarded a grant of \$14,950 under the Cultural Strategic Investment Fund (CSIF). This project will see the Library work in partnership with the Museum and the City Economic Development, Tourism and Marketing department to develop an arts route through South Niagara. A launch is planned for the beginning of October.

**b) March Break 2011 report** (Full report attached)

304 children participated in this year's March Break activities. The successful week-long programme was coordinated by Librarian Valerie Catton. The very popular Craft programmes were designed and delivered in-house by Library staff members Stacey Hol and Margaret Cooke. Members of the community provided a Leather Craft programme, an Irish Country Dancing demonstration, and family and children's Yoga. Children and parents attended a puppet show by Peterborough entertainers the Paddling Puppeteers.

Special thanks to volunteers D. Miller for presenting the Story Times, N. Friedrich for assisting with the craft programmes and library bingo and A. Roesch for assisting with the Wii programme.

- 9) **COMMITTEE REPORTS**
- 10) **ADMINISTRATIVE BUSINESS**

**Correspondence**

**a) Federation of Ontario Public Libraries – Ontario Budget 2011**

Federation CEO David Allen's thoughts on how public libraries might be affected by the Ontario Budget presented by the McGuinty government at the end of March. There are no specific references to public libraries anywhere in the Budget document. The total operating budget for the Ministry of Tourism & Culture in 2011/12 will be \$76 million (or 10.4%) higher than it was in 2010/11. This implies some room to expand programs and funding beyond inflationary factors and beyond the few specific new funding announcements for tourism and culture programs made in the budget.

**b) SOLS Trustee Council**

Southern Ontario Library Service (SOLS) Board Chair Brenda Carrigan request for appointment of a board member to represent Port Colborne on the Trustee Council. Trustee Councils provide library board members with opportunities to share information and hear how other boards deal with issues. Trustee Councils also offer suggestions and support for trustee training and serve as a communication link between SOLS and boards. Cheryl MacMillan kindly agreed to be appointed to the Trustee Council and attend the twice annual meetings. Her willingness to serve is much appreciated.

MOVED BY **J. Sammut** SECONDED BY **J. Tomiuck**

***That Cheryl MacMillan be appointed to represent the Port Colborne Public Library Board on the Southern Ontario Library Service Trustee Council.*** Carried.

MOVED BY **J. Tomiuck** SECONDED BY **J. Sammut**

***That the Correspondence be received as presented.*** Carried.

**Public Relations Report**

**a) Children's Programming**

Library staff member Stacey Hol reviewed the on-line promotional material developed for 2 craft programs that she designed and will deliver. The programs are "Easter Crafts with Stacey" and "Prince and Princess Tea"

MOVED BY **J. Sammut** SECONDED BY **C. MacMillan**

***That the Public Relations Report be received.*** Carried.

Chief Executive Officer's Report - none

Treasurer's Report - none

## **Director's Report**

### **a) Staff Training : Webinars**

The Director reviewed with the board a number of training Webinars that library staff have participated in this year. The on-line sessions were provided through Southern Ontario Library Service at no cost to the library. Topics include instruction on use of electronic resources such as "Consumer Health", reader's advisory tool "Novelist", and a database for children titled "Pebble Go". Library staff will continue to take advantage of staff training via webinars on a variety of topics.

MOVED BY **C. MacMillan** SECONDED BY **J. Tomiuck**

***That the Director's Report be accepted for information purposes.*** Carried.

## **Circulation Report**

### **1<sup>st</sup> Quarter 2011**

Overall circulation was up over the 1<sup>st</sup> quarter of 2010 by 4974 items. Increases were especially significant in the areas of DVDs, downloadable e-books and wireless computer users. In-person visits to the library was up in 2011 by 1550 over the same period in 2010 and library web page visits increases by 2452 hits.

MOVED BY **J. Tomiuck** SECONDED BY **J. Sammut**

***That the Circulation Report for the 1<sup>st</sup> quarter of 2011 be received.*** Carried

**11) BOARD MEMBER'S ITEMS**

**12) NOTICES OF MOTION**

**13) DATE OF NEXT MEETING** Wednesday May 4<sup>th</sup>, 2011

**14) ADJOURNMENT**

MOVED BY **J. Sammut** SECONDED BY **C. MacMillan**

***That the meeting be adjourned.*** Carried.

THE NEXT MEETING OF THE PORT COLBORNE PUBLIC LIBRARY BOARD IS  
WEDNESDAY MAY 4<sup>th</sup>, AT 6:00 PM IN THE LIBRARY AUDITORIUM