

## MINUTES OF THE PORT COLBORNE PUBLIC LIBRARY BOARD MEETING

Tuesday December 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, P. Senese  
**REGRETS** : R. Heil, T. Cobain

**INVOCATION** delivered by D. Miller

### 1) **CHAIRPERSON'S REMARKS**

Treasurer Peter Senese and Councilor Bill Steele commented on City Council's progress with budget deliberations. Mr. Senese reported that the library's proposed operating budget increase for 2012 came in at 2.2%. The chair thanked Councilor Steele for his efforts in support of the library during these deliberations.

### 2) **APPROVAL OF AGENDA**

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

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

3) DECLARATION OF CONFLICT OF INTEREST

4) DELEGATIONS

### 5) **MINUTES OF THE PREVIOUS MEETING**

MOVED BY **B. Steele** SECONDED BY **J. Tomiuck**

***That the minutes for the November 8<sup>th</sup>, 2011 meeting be adopted as circulated.*** Carried.

6) BUSINESS ARISING FROM THE MINUTES - none

### 7) **AGENDA ITEMS**

#### **a) 2010 Financial Report – Treasurer Peter Senese**

Treasurer Mr. Senese presented the 2010 Financial Report and answered questions from board members.

MOVED BY **B. Steele** SECONDED BY **J. Tomiuck**

***That the Port Colborne Public Library Board approves the Library's Financial Report for the year ending December 31<sup>st</sup>, 2010 as presented by Treasurer Peter Senese.*** Carried.

#### **b) Public Library Board bank account**

Beginning in 2011 the Ministry of Tourism, Culture and Sport will be making all transfer payments electronically. Terms and conditions for the Public Library Operating Grant require that funding be ***placed in an account that is in the name of the recipient.*** The Public Libraries Act requires that the Treasurer open an account in the name of the board in a chartered bank, trust company or credit union and deposits all money received on the board's behalf to the credit of that account or accounts. This has always been legislated but not enforced. At one time, all libraries had their own bank accounts separate from their municipality. However, when provincial funding to libraries was cut by 40% in the 1990's,

municipalities and libraries combined financial operations in an effort to find efficiencies and reduce costs. As of January 2012, any provincial grants received by the library now must be deposited in an account in the library's name.

Treasurer Mr. Senese agreed to set up the bank account. When those funds are required for library operating costs, they can be transferred to the city by a motion of the board.

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

***That the Treasurer establish a bank account for the Port Colborne Public Library Board in accordance with the "Ontario Government Transfer Payment Accountability Directive" being a mandatory directive from the Province of Ontario under the authority of the Public Libraries Act R.S.O. 1990. Carried.***

8) COMMITTEE REPORTS

9) ADMINISTRATIVE BUSINESS  
Correspondence  
Public Relations Report  
Chief Executive Officer's Report  
Treasurer's Report  
Director's Report  
Circulation Report

10) BOARD MEMBER'S ITEMS

11) NOTICES OF MOTION

12) **DATE OF NEXT MEETING** Tuesday January 10<sup>th</sup>, 2012 at 5:30 p.m.

13) **ADJOURNMENT**

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

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

THE NEXT MEETING OF THE PORT COLBORNE PUBLIC LIBRARY BOARD IS  
TUESDAY JANUARY 10<sup>TH</sup> 2012 AT 5:30 P.M. IN THE LIBRARY AUDITORIUM