

**INAUGURAL MEETING MINUTES
THE PORT COLBORNE PUBLIC LIBRARY BOARD**

The first regular meeting of the Port Colborne Public Library for 2015 was held on
Tuesday January 13th, 2015 at 5:30 p.m. in the Library Auditorium

ATTENDANCE

BOARD: V. Catton, A. Kennerly, M. Cooper, C. MacMillan, B. Higgins, B. Ingram

STAFF: J. Parry, S. Therrien, R. Heil,

REGRETS: D. Miller, P. Senese, J. Mayne

CALL TO ORDER Library CEO Mr. Robert Heil called the meeting to order and presided over the election of the Library Chair

- 1) **INVOCATION** Mr. Heil
- 2) **INTRODUCTION OF BOARD MEMBERS**
- 3) **ELECTIONS**

Robert Heil, CEO, called for nominations for the position of Chairperson. Michael Cooper was nominated by Valerie Catton. Mr. Cooper accepted the nomination. There being no further nominations, Michael Cooper was declared Chairperson by acclamation.

MOVED BY V. Catton SECONDED BY C. MacMillan

That Michael Cooper be appointed Chairperson of the Port Colborne Public Library Board. Carried.

Mr. Cooper assumed the Chair.

The Chair called for nominations for the position of Vice-Chairperson. Valerie Catton was nominated by Cheryl MacMillan. Ms. Catton accepted the nomination. There being no further nominations, Valerie Catton was declared Chairperson by acclamation.

MOVED BY C. MacMillan SECONDED BY A. Kennerly

That Valerie Catton be appointed Vice-Chairperson of the Port Colborne Public Library Board. Carried.

- 4) **CHAIRPERSON'S REMARKS**

Mr. Cooper thanked former Chairperson Derek Miller for his service and asked the Board to recognize his contribution. Mr. Miller was appointed to the library board in 2004 and has served two terms as Chairperson. He was elected in January 2007 and re-elected in 2011. Mr. Cooper promised to do his best to fulfill the duties of Chairperson.

- 5) **ADOPTION OF REGULAR AGENDA**

MOVED BY C. MacMillan SECONDED BY B. Ingram

That the agenda for the January 13th, 2015 meeting be adopted as circulated.
Carried.

- 6) **DECLARATION OF CONFLICT OF INTEREST** – none
- 7) **DELEGATIONS** – none
- 8) **MINUTES OF THE PREVIOUS MEETING**

MOVED BY **C. MacMillan** SECONDED BY **A. Kennerly**
That the minutes for the December 9th, 2014 meeting be adopted as circulated.
Carried.

- 9) **BUSINESS ARISING FROM THE MINUTES** – none

10) **AGENDA ITEMS**

a) Orientation

The Director and Board members reviewed documents pertaining to board governance, conflict of interest, the Public Libraries Act and other legislation affecting public Libraries. Board members are invited to attend an orientation session with other Niagara Library Boards on the morning of Saturday April 11th at Lincoln Public Library.

b) Flipster Demonstration

Librarian Susan Therrien gave an on-line demonstration of how to access, view and download digital magazines from the library's new e-resource. **Flipster** is collection of popular magazines available free from the library's website. To access this resource, all you need a valid Port Colborne Library card.

- 11) **COMMITTEE REPORTS**
- 12) **ADMINISTRATIVE BUSINESS**
Correspondence

Public Relations Report

- a) January 2015 Events at the Library

MOVED BY **C. MacMillan** SECONDED BY **V. Catton**
That the Public Relations report be received for information purposes. Carried.

Chief Executive Officer's Report
Treasurer's Report

Director's Report

a) Microfilm Reader Printer

The Director reported that the library may be able to fund a Microfilm Scanner/Printer in the 2015 budget year through the Ontario Trillium Foundation.

b) iPads

The Board discussed obtaining iPads for use at Board meetings. Mr. Heil described city council's experience using this technology over the past term. This move would eliminate paper for board business and provide a consistent platform for communication and collaboration. Library staff could deliver training and provide support.

c) Lions Club Sponsored March Break Program

Librarian Susan Therrien has booked Magician "Incredibrent". All promotional material and tickets acknowledge the support of the Lions.

MOVED BY **A. Kennerly** SECONDED BY **V. Catton**

That the Director of Library Services Report be received for information purposes.

Carried.

Circulation Report

Year-end 2014

MOVED BY **B. Ingram** SECONDED BY **C. MacMillan**

That the Circulation report for 2014 be received for information purposes.

Carried.

13) BOARD MEMBER'S ITEMS

14) NOTICES OF MOTION

15) DATE OF NEXT MEETING

16) ADJOURNMENT

MOVED BY **C. MacMillan** SECONDED BY **B. Higgins**

That the meeting be adjourned. Carried.