

## MINUTES OF THE PORT COLBORNE PUBLIC LIBRARY BOARD MEETING

Tuesday June 9<sup>th</sup>, 2015 – 5:30 p.m.  
Port Colborne Public Library Auditorium

### ATTENDANCE

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

**STAFF:** J. Parry, S. Therrien

**REGRETS:** P. Senese, R. Heil

- 1) **INVOCATION**
- 2) **CHAIRPERSON'S REMARKS**
- 3) **APPROVAL OF AGENDA**

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

*That the agenda for the June 9<sup>th</sup>, 2015 meeting be adopted as corrected.* Carried.

- 4) **DECLARATION OF CONFLICT OF INTEREST** – none
- 5) **DELEGATIONS** – none

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

MOVED BY **B. Higgins** SECONDED BY **B. Ingram**

*That the minutes for the May 5<sup>th</sup>, 2015 meeting be adopted as circulated.* Carried.

### 7) **BUSINESS ARISING FROM THE MINUTES**

### 8) **AGENDA ITEMS**

#### **a) Summer Programming and programming directions**

The Board reviewed the programmes scheduled for the next 3 months. Changes include a new format for the children's summer reading club that will simplify the incentives for reading and the end-of-summer party. The consensus among public libraries in Niagara is that most programmes should charge at least a nominal fee of \$1 to offset costs and in the case of pre-registration, to provide an incentive to attend. The library still offers some free programmes. There is no charge for Storytime, Library Bingo, Book Club, Film Buffs, Documentary Films, Paws for Stories, Tech Help and more.

#### **b) iPads – Orientation**

Library staff member Stacey Hol attended the meeting to facilitate the training of board members in the use of the new iPads. A few minutes of future meetings will be devoted to iPad-use as needed.

### 9) **COMMITTEE REPORTS**

- a) **Accessibility Advisory Committee**

### 10) **ADMINISTRATIVE BUSINESS**

Correspondence

#### **Public Relations Report**

##### Newsletter

- a) News and Events Summer 2015 – including June calendar and events insert

##### Promotional Materials

- a) Port Colborne Public Library Summer Activities for Kids

##### Press Items

- a) *"Port Colborne library new home for author pics"* The Tribune May 11, 2015
- b) *"Portraits find home at library"* The Tribune May 12, 2015
- c) *"Portraits on loan to library"* Erie Media May 15, 2015
- d) *"Portraits paired with books at public library"* InPortNews May 21, 2015
- e) *"Port Colborne City Hall News – June 2015"* The Leader/Niagara This Week May 28, 2015

MOVED BY **A. Kennerly** SECONDED BY **C. MacMillan**

***That the Public Relations report be received for information purposes.*** Carried.

Chief Executive Officer's Report  
Treasurer's Report  
Director's Report  
Circulation Report

**11) BOARD MEMBER'S ITEMS**

**Mr. Higgins** commented that in light of the fact that the City CAO is the CEO of the Library, he objected that the Library Board had no input in the selection of the new city manager.

**Mr. Ingram**, Chair of the Accessibility Advisory Committee stated that his goal by the end of 2015 is to submit an Accessibility Plan to the government.

**12) NOTICES OF MOTION**

**13) DATE OF NEXT MEETING**

**14) ADJOURNMENT**

MOVED BY **B. Ingram** SECONDED BY **A. Kennerly**

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