

MINUTES OF THE PORT COLBORNE PUBLIC LIBRARY BOARD MEETING

Tuesday March 4th, 2014 – 5:30 p.m.
Port Colborne Public Library Auditorium

ATTENDANCE

BOARD: T. Cobain, D. Miller, C. MacMillan, M. Cooper, B. Higgins, V. Catton

STAFF: J. Parry, S. Therrien,

REGRETS: J. Sammut, B. Steele, A. Kennerly, P. Senese, R. Heil

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

MOVED BY ----- SECONDED BY -----

That the agenda for the March 4th, 2014 meeting be adopted as circulated. Carried.

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

MOVED BY ----- SECONDED BY -----

That the minutes for the January 14th, 2014 meeting be adopted as circulated. Carried.

7) **BUSINESS ARISING FROM THE MINUTES**

- a) **Finalized procedures for the loan of eReaders and Chromebooks**

8) **AGENDA ITEMS**

- a) **Communication / Marketing Plan : Draft**

- b) **BrowseAloud : Demo**

9) **COMMITTEE REPORTS**

10) **ADMINISTRATIVE BUSINESS**

Correspondence

Public Relations Report

- a) March Break Programme March 10 – 15, 2014
- b) *“Library Goes Modern”* The Leader / Niagara This Week. Thu Feb 6, 2014.
- c) City Hall News Feb 6, 2014
- d) Other Programmes and Promotions :
 - “Chromebooks and eReaders have arrived!”
 - “Library Downloads Seminar Feb 12, 2014”
 - “Black History Month Feb2014”
 - “Patron Appreciation Day! Feb 14, 2014” sponsored by Food Basics
 - “World War I Centennial Film Series”
 - “Film Buffs Discussion Group”
 - “Freedom to Read Week Feb 23-Mar 1, 2014”
 - “For Adults! Painting with Margaret” Feb 26, 2014
 - “Free Tax Clinic” Feb 28, 2014
 - “Computer Genealogy” Tuesdays Mar 4 – Apr 1

MOVED BY ----- SECONDED BY -----

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

Chief Executive Officer’s Report
Treasurer’s Report

Director’s Report

- a) **Ontario Library Association Conference**

- b) **Performance Appraisals**

- c) **Co-op Student**

MOVED BY ----- SECONDED BY -----

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

Circulation Report

- 11) **BOARD MEMBER’S ITEMS**
- 12) **NOTICES OF MOTION**
- 13) **DATE OF NEXT MEETING**
- 14) **ADJOURNMENT**

MOVED BY ----- SECONDED BY -----

That the meeting be adjourned. Carried.