

MINUTES OF THE PORT COLBORNE PUBLIC LIBRARY BOARD MEETING

Tuesday March 3rd, 2015 – 5:30 p.m.

Port Colborne Public Library Auditorium

ATTENDANCE

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

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 **D. Miller**

That the agenda for the March 3rd, 2015 meeting be adopted as circulated. 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 February 10th, 2015 meeting be adopted as circulated.
Carried.

7) BUSINESS ARISING FROM THE MINUTES

8) AGENDA ITEMS

a) Niagara Public Library Boards – orientation April 11, 2015

Board members Valerie Catton, Bryan Ingram, Ann Kennerly, Cheryl MacMillan, confirmed that they will be attending the Niagara Public Libraries OnBoard Symposium to be held on Saturday April 11th, at the Lincoln Public Library in Beamsville.

9) COMMITTEE REPORTS

10) ADMINISTRATIVE BUSINESS

Correspondence

a) Family of Waldo Morgan – expression of thanks to the library staff.

b) Southern Ontario Library Service Trustee Council – request for appointment of a Board member to represent the library.

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

That the Board re-appoint Cheryl MacMillan to represent the Port Colborne Library on the Southern Ontario Library Service Trustee Council. And further that the Board extend its appreciation to Ms MacMillan for her commitment. Carried.

Public Relations Report

- a) Port Colborne Lions' donation – press release and photo opportunity
- b) March 2015 at the Library – calendar

The Lion's sponsored March Break entertainment is already full. The Archives building capacity has been met. Library staff expressed regret that they have to turn people away and will continue to turn them away the day of the event. Bryan Ingram suggested holding a concurrent film program at the library which he agreed to supervise. March Break and Summer programmes are often filled and people must be turned away. The Board discussed solutions for the summer entertainment (also sponsored by the Lions) that could be held out of doors and so we would not have to limit attendance or leave the library/museum site.

MOVED BY **A. Kennerly** SECONDED BY **D. Miller**

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

Chief Executive Officer's Report
Treasurer's Report

Director's Report

- a) Notification of CEO Retirement – end of May
- b) AODA Compliance
Board Member Bryan Ingram has agreed to lead the Board through the steps to achieve AODA compliance.

MOVED BY **V. Catton** SECONDED BY **B. Higgins**

That the Board strike an ad hoc committee : Accessibility Advisory Committee to guide us through AODA compliance and to advise and make recommendations . Carried.

Circulation Report

11) BOARD MEMBER'S ITEMS

V. Catton made the suggestion that the library could reach out to local service clubs to use the library to hold an open house and or an exhibit to inform the community about the work they do and perhaps attract new members.

12) NOTICES OF MOTION

V. Catton gave notice of motion to discuss recognition for retired Board Members.

13) DATE OF NEXT MEETING

14) ADJOURNMENT

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

That the meeting be adjourned. Carried