

Milton Public Library

Board Meeting Minutes

February 18, 2009

Present: Stuart Charles (Chair), Jan Mowbray, Wendy Schau, Ted Bailey, Ron Banyai, Patricia Wilcox, Ken Jacobsen, Shannon White

Staff: Leslie Fitch, Susan Mickalow, Melanie Southern (recorder), Sherri Norris

Regrets: Lyndsay Koivisto, Myra Gibbs

The Chair called the meeting to order at 7:35 p.m.

1. Approval of Agenda

The agenda was approved with the following additions: 4.3 2008 Year End Surplus; 5.3 Town of Milton Capital Program Acceleration; 5.4 Build Canada Grant: Application result; 5.5 Police investigation

**It was moved by Councillor Mowbray; seconded by Ron Banyai
Carried**

2. Declaration of Interest

None declared.

3. Consent Agenda

TIME	AGENDA ITEM	PERSON RESPONSIBLE
1.	Approval of the Minutes of January 21, 2009	All
2.	Correspondence	All
3.	Accounts (Operating and Capital) for January 2009	All
4.	Staff Reports	
	4.1 Exterior Wall Waterproofing	Myra Gibbs
	4.2 PSAB	Leslie Fitch
	4.3 Employer's Display: OLA Booth	Sherri Norris
	4.4 Accessibility for Ontarians with Disabilities Act-update	Susan Mickalow
	4.5 Family Literacy Day	Melanie Southern
	4.6 Federation of Ontario Public Libraries Chair and CEO remarks to members, January 28, 2009	Leslie Fitch

Motion # 09-1187 That Milton Public Library Board approve the Consent Agenda for February 18, 2009 (noting the correction in the Minutes of January 21, 2009 under 5.1 2008 Annual Report).

It was moved by Councillor Mowbray; seconded by Ron Banyai

Carried

4. Reports

4.1 CEO

Fitch highlighted the presentation of the 2008 Annual Report to Council, and circulated an article from the most recent *Canadian Champion* which was outlined details from the Annual Report, and from Stuart Charles' comments to Council. She also noted details related to Contract Negotiation, Hold and Pre-notification of overdues, and reminded the Board that effective March 1st, the changes to the fine structure approved in late 2008 (including seniors to pay fines) will be implemented.

Jacobsen commented that he attended the OLA conference on Saturday and was impressed with the conference. He attended two sessions and got a lot out of the sessions.

4.2 Councillor

Councillor Schau advised that Councillors were given a proposal for a new retirement complex near the hospital – the third proposal in the past year and suggests a trend.

Schau also provided a brief overview of the recently published *A Vision for Children in Halton: Report Card 2008* produced by the Region. It explains what needs to be in place in order for children to thrive and how different communities rate. Staff will insure that copies of the document will be available in the Library.

4.3 Budget

Monthly Financial Reports

Fitch gave additional detail and clarified details of the monthly financial reports.

Fitch provided an outline of the draft 2008 Year End Surplus report, noting the final version will be completed once all the final adjustments have been made. It is anticipated that the final version will come forward to the March meeting of the Board. Fitch will confirm the exact amount that we currently have in Library reserves.

4.4 Personnel

In Camera Session

It was moved by Patricia Wilcox ; seconded by Ted Bailey to move In Camera at 8:28 p.m. Carried

It was moved by Pat Wilcox; seconded by Ted Bailey to move Out of Camera at 8:38 p.m. Carried.

4.5 SOLS

The next meeting will take place April 18th in Port Colborne.

5. New Business

5.1 Beaty Branch Update

Fitch advised that now that the steel has been delivered, the project is moving forward well (and circulated pictures of the Branch's progress to date). The anticipated completion date is Fall 2009 with a more exact date to be confirmed when the project is nearer conclusion. The January/ February newsletter will be issued shortly.

5.2 Core Services Review

Mickalow outlined the report and the process of getting input from staff. Fitch noted the points that are required to be free by the Ontario Public Library Act:

- Admission to the Library and the issuance of a library card
- Circulation of library materials
- Public computing
- Use of materials in-house
- Instruction for the use of library equipment and resources

Discussion included:

- A query regarding whether or not it would be possible to offer the public an off site Kiosk and a computer to access the library e.g. a town facility
- It was confirmed that we get a large number of water samples brought to the library. We do not receive any revenue for this service
- Clarification was asked regarding Information Milton and 211 program

Motion #09-1188 That Milton Public Library Board receive and endorse the core services identified in the report entitled "Core Services Review"

It was moved by Ken Jacobsen ; seconded by Patty Wilcox.
Carried

5.3 Capital Program Acceleration

The Town of Milton has prepared a list of Capital projects that could be accelerated if provincial infrastructure money is received. An allocation of \$50,000 related to the Library's automation needs was included as one of the projects.

**Motion #09-1189 That Milton Public Library Board receive the report entitled
Town of Milton Capital Program Acceleration”**

**It was moved by Ron Banyai; seconded by Ted Bailey
Carried**

5.4 Build Canada Grant: Application result

Fitch reviewed the report, and highlighted the cover story from the *Canadian Champion*. In the end, “Shovel readiness” was key for being awarded this grant. The next steps Town staff recommend will be reviewed at the next Council meeting. Fitch will inform the Board of any updates.

5.5 Police Investigation

Fitch gave the background regarding a recent police incident at the Library. It is a matter under the control of the police.

6. Next Meeting Date

The next meeting of the Milton Public Library Board will be 7:30 p.m. Wednesday, March 18, 2009.

The meeting adjourned at 9:17 p.m.

Signed: _____
Stuart Charles, Chair
Milton Public Library Board

Signed: _____
Leslie Fitch, Secretary-Treasurer
Milton Public Library Board

Date: _____