

Milton Public Library

Board Meeting Minutes

March 18, 2009

Present: Stuart Charles (Chair), Wendy Schau, Ted Bailey, Ron Banyai, Patricia Wilcox, Ken Jacobsen, Shannon White, Lyndsay Koivisto (7:55)

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

Regrets: Jan Mowbray

The Chair called the meeting to order at 7:40 p.m.

1. Approval of Agenda

The agenda was approved with the following additions: 4.4 Personnel (Ron Banyai) and 5.6 Boyne Survey Secondary Plan and Education Village Neighbourhood Plan Background Report.

**It was moved by Shannon White; seconded by Ted Bailey.
Carried**

2. Declaration of Interest

None declared.

3. Consent Agenda

TIME	AGENDA ITEM	PERSON RESPONSIBLE
3.1.	Approval of the Minutes of February 18, 2009	All
3.2.	Correspondence	All
3.3.	Accounts (Operating and Capital) for February 2009	All
3.4.	Staff Reports	
	(i) Customer Service Issues	Fitch
	(ii) CEO OLA Report	Fitch
	(iii) Build Canada Update	Fitch

Motion # 09-1190 That Milton Public Library Board approve the Consent Agenda for March 18, 2009.

**It was moved by Ken Jacobsen; seconded by Patricia Wilcox.
Carried**

4. Reports

4.1 CEO

Fitch highlighted the Build Canada Grant; police investigation; Beaty Branch update; farewell tea for Wendy Schick, CEO Burlington Public Library; sign language interpreter for adult book club; fines; children's programs; and maintenance work at the Library (exterior walls, garden and sump pumps).

4.2 Councillor

Councillor Mowbray, although unable to attend, sent along information regarding the proposed Milton Ward Boundaries Review. Councillor Schau then provided further details. Councillor Schau also advised that the location for the new fire station will be at Waldie and the James Snow Parkway.

4.3 Budget

Year End Surplus – Final Review

Mickalow reviewed the 2008 Year End Surplus for the Board's information.

Monthly Financial Reports

Ken Jacobsen reviewed and explained portions of the budget that stood out in the reports. Staff will identify predicted variances in advance of the month in which they occur.

4.4 Personnel

Union Contract Conciliation

Wilcox and Jacobsen provided a review of the Conciliation process regarding the settlement of the FT / PT CUPE Local 4366 Contract. The Library Board considered the proposals, and the following motion was approved.

Motion # 09-1191 That Milton Public Library Board accept the Memorandum of Settlement between Milton Public Library Board and Canadian Union of Public Employees and its local 4366 for the Full-Time and Part-Time Contract, January 1, 2008 - March 31, 2010 Collective Agreement.

**It was moved by Patricia Wilcox; seconded by Ken Jacobsen
Carried**

CEO Evaluation

Ron Banyai advised that the CEO Evaluation forms will be forwarded to Board members in April, for completion for the May Board meeting. He noted that recommendations for

changes to the form were welcome. Fitch will collect forms used by other AMPLO libraries, and forward these to Banyai. The meeting between Banyai, Charles and Fitch will take place before the end of June.

4.5 SOLS

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

5. New Business

5.1 Beaty Branch Update: February 2009

Susan Mickalow advised she had been to the Beaty Branch today, and that work is on schedule. The contractor held a meeting with the sub-contractors to confirm their schedules. Steel will continue to be the focus of construction.

5.2 SOLS Connectivity Fund

Leslie Fitch advised that on information Councillor Mowbray's had received at a SOLS meeting, Susan Mickalow had completed an application for the SOLS Connectivity Fund. Milton's project was in an area that had previously not come before SOLS for consideration. We were successful in receiving a grant up to \$51,084 (exclusive of taxes).

5.3 Revenue Generation Ideas

The Revenue Generation report was reviewed. An implementation schedule regarding the suggested change will be brought forward to the April meeting of the Library Board.

Motion # 09-1192 That Milton Public Library Board approve in principle the recommendations contained in "Revenue Generation"

And further

That staff monitor all changes to revenue sources as a result of the newly established user fees and revenue generation ideas.

**It was moved by Ron Banyai; seconded by Shannon White.
Carried**

5.4 CLA Conference Attendance

Leslie Fitch reviewed the 2009 CLA Conference information.

Motion # 09-1193 That Milton Public Library Board approve a budget of up to \$3,000.00 for the Chief Librarian's attendance at the Canadian Library Association Annual Conference.

**It was moved by Patricia Wilcox; seconded by Ken Jacobsen
Carried**

5.5 Bill 128 / City of Cambridge Resolution

Fitch noted that there were no further updates since the report on this topic was circulated to the Board.

Motion # 09-1194 That Milton Public Library Board prepare responses regarding Bill 128 and the City of Cambridge Resolution, and communicate these responses to the appropriate bodies as necessary.

**It was moved by Shannon White; seconded by Ted Bailey
Carried**

5.6 Boyne Survey Secondary Plan and Education Village Neighbourhood Plan Background Report

The Board reviewed the report.

Motion # 09-1195 That Milton Public Library Board receive the report entitled “Boyne Survey Secondary Plan and Education Village Neighbourhood Plan Background Report (February 2009).”

And further,

That staff communicate the interest of the Board in the opportunity to discuss Boyne Survey and Education Village issues related to branch library locations (in particular in any co-location options with other municipal functions) at the appropriate time in the planning process.

**It was moved by Ken Jacobsen; seconded by Ron Banyai.
Carried**

6. Next Meeting Date

The next meeting of the Milton Public Library Board will be Wednesday, April 15 , 2009 at 7:30 p.m.

The meeting adjourned at 9:19 p.m.

Signed: _____
Stuart Charles, Chair
Milton Public Library Board

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

Date: _____