

# ST. CATHARINES PUBLIC LIBRARY BOARD

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*The St. Catharines Public Library Board is committed to providing all the citizens of St. Catharines with the highest level of library services, materials and facilities within the resources available to meet their informational, educational and recreational needs.*

## REGULAR MEETING

June 25, 2009

Board Room

Present: A. Carruthers S. Reilly  
A. Cook A. Rosts  
L. McDonald (Chair) M. Sendzik  
A. McEwen  
Councillor B. Phillips

Staff: J. Foster P. Johnson (Recording Secretary)  
D. Bott L. Stripnieks (Secretary)

Regrets: Councillor B. Williamson

The Regular Meeting of the St. Catharines Public Library Board was held on June 25, 2009 at the Central Library. The Chair called the meeting to order at 7:00 p.m.

### 1. Adoption of the Agenda

#### 1.1 Additions/Deletions

#### 1.2 Adoption of the Agenda

**MOTION:** THAT the Library Board adopt the agenda.  
**09-48**

**MOVED BY:** A. Cook  
**SECONDED BY:** A. Carruthers  
**MOTION CARRIED.**

### 2. Minutes

#### 2.1 Regular Meeting, May 21, 2009

**MOTION:** THAT the minutes of the Regular Meeting of May 21,  
**09-49** 2009 be approved as amended, a copy having been received  
by each trustee.

**MOVED BY:** M. Sendzik  
**SECONDED BY:** A. Rosts  
**MOTION CARRIED.**

3. **Business Arising**

3.1 Aquatic Centre/Grantham Branch Progress Report – Library Reps.

The Board received copies of City Council agendas and reports for the May 25th and June 15th meetings which contained information on the Aquatic Centre and Library Branch proposal to change the 6 lane pool design to an 8 lane pool. The proposal was approved by Council on June 15th and will not alter the Library layout.

4. **Correspondence**

The Board received correspondence as at June 18, 2009. J. Foster gave an update on the letter sent (#2) May 6, 2009 to Ms. Helen Harris, Property Manager, City of St. Catharines with respect to the exterior maintenance of the Port Dalhousie Branch. J. Foster and L. Stripnieks received an email response from Helen Harris on June 23rd stating that Transportation and Environmental Services has made arrangements for a contractor to paint Port Dalhousie Library Branch at the City's expense. The email also stated that the terms of the existing Port Dalhousie lease should be reviewed and updated.

5. **Reports**

5.1 Chair's Report – L. McDonald

The Chair attended a presentation of the Anachronisms Society. The Chair requested that the September 17 and October 15 Board meetings start at 6:30 pm. Board members concurred.

5.2 Chief Executive Officer's Report - L. Stripnieks

Literacy Questionnaire - The Ministry of Culture had asked the Federation of Ontario Public Libraries (FOPL) if they had data on how many literacy programs were offered through public libraries. FOPL did not. FOPL wished to undertake such study and L. Stripnieks, as Chair of the FOPL Research Task Force, facilitated the subsequent meetings to develop the Terms of Reference for the study and the development of the questionnaire. A. McKenzie also participated in these meetings. The survey instrument was completed in June and was to be distributed to public libraries in Ontario in September. The aim of the study is to quantify the number of programs and show the value (\$\$) of libraries in program delivery in this area.

Horizon Database - The CEO reported on the Horizon Database corruption which occurred on June 23rd and resulted in the loss of some transactional data between the hours of 9:00 a.m. and 10:30 a.m. D. Bott returned to the meeting to provide details of the occurrence and answered questions.

Library Cards - No Fixed Address - The Library had received a complaint from a young woman who was not issued a library card which would allow her to borrow materials from the library because she had no fixed address (as per library policy). She had sent a complaint about this policy to the Mayor's office, Board Chair and Trustee Councillors.

Staff reported to the Board that they had informed the Mayor's office the reason for the policy and explained that the young woman had been informed by staff that she was welcome to use any material in-house and that they would even be kept for her at the circulation desk, but she could not borrow items until she had a fixed address or the residence at which was staying was willing to have their address appear on the record and was willing to act as guarantor for the materials. The Board was informed that all public libraries require proof of residency or a guarantor. The individual was issued a card some weeks later when she found a permanent residence.

5.3 Health and Safety Report – J. Foster

J. Foster reported that 2nd Floor inspections took place at Central on May 28th and three minor deficiencies were corrected.

5.4 Branch Reports

The Board received the written Branch reports for May 2009.

5.5 Facilities – J. Foster

J. Foster distributed a written Facilities Report at the meeting indicating maintenance jobs that were completed for the system during the month of June.

5.6 Finance

a) Schedule of Accounts – Report 5

**MOTION:**  
**09-50**

THAT the fifth report recommending payment of accounts and salaries in the amount of THREE HUNDRED SEVENTY-FOUR THOUSAND, FOUR HUNDRED FIFTY-THREE DOLLARS AND SEVENTY-FIVE CENTS (\$374,453.75) be received and approved.

**MOVED BY:** A. Rosts  
**SECONDED BY:** Councillor Phillips  
**MOTION CARRIED.**

b) Statement of Operating Accounts - as at May 31, 2009

With 42% of the year elapsed, the statement shows: revenue received – \$1,737,118; expenditures - \$1,806,781.

c) Endowment and Trust Fund Statement - as at May 31, 2009

The statement shows a balance of \$671,206 made up as follows: opening balance - \$660,389; donations - \$8,232; interest income - \$2,585: current assets - \$671,206. YTD encumbered - \$230,374; YTD unencumbered - \$440, 832.

d) Report on Short-Term Investments - as at May 31, 2009

The report shows a balance of \$873,464 made up as follows: \$426,500 due June 21, 2015 invested with Ontario Savings Bonds; \$232,194 due June 12, 2009 invested with a TD Bank GIC; and \$214,770 due June 12, 2009 invested with a TD Bank GIC.

e) Report on Reserve Accounts - as at May 31, 2009

The report shows a balance of \$7,395 in the Visual Materials Insurance account.

5.7 St. Catharines City Council

Councillor Phillips reported that St. Catharines residents had decreased their water consumption by 38% due to effective water conservation practices. Less water used, less revenue for the Region. The consequence of conserving water will not be a decrease in water bills rather an increase of approximately \$107/year per household on their water bill. Council has asked staff to come back with suggestions on how to avoid this increase. He also stated that the Aquatic Centre Planning Team will have their next meeting on July 7th and the tendering process will be the next step. City Council will hold their next meeting on July 13th due to summer vacation.

6. New Business

6.1 St. Catharines Healthy Cities – Seniors Day – A. McKenzie

The Board received a written report on the St. Catharines Healthy Cities – Seniors Day held on Monday, May 25, 2009.

6.2 Business for Next Meeting

No business for next meeting.

6.3 Information Materials

Informational materials were included in the Board package.

7. In Camera Business

7.1 Motion to Move In Camera

**MOTION:** THAT the meeting move In Camera.  
**09-51**

**MOVED BY:** M. Sendzik

**SECONDED BY:** A. Cook

**MOTION CARRIED.**

The meeting moved In Camera at 7:40 p.m.

7.2 Adoption of In Camera Agenda

7.2(a) Additions/Deletions to the Agenda  
None.

7.2(b) Adoption of In Camera Agenda

**MOTION:** THAT the Library Board adopt the In Camera agenda.  
**09-52**

**MOVED BY:** Councillor Phillips

**SECONDED BY:** S. Reilly

**MOTION CARRIED.**

7.3 Business Arising

No business arising.

7.4 **New Business**

7.4(a) **Problem Patron** – L. Stripnieks

L. Stripnieks gave Board Members a verbal update on a problem patron who was served a trespass order due to ongoing disruptive behaviour in the Library.

7.4(b) **WSIB Update** – L. Stripnieks

L. Stripnieks gave Board Members a verbal status update on a WSIB claim. The Library has been relieved of 50% of the cost of the claim as per correspondence received on May 25, 2009, as WSIB deemed there was a pre-existing condition.

7.5 **Return to Open Session**

**MOTION:** THAT the meeting return to Open Session.  
**09-53**

**MOVED BY:** M. Sendzik  
**SECONDED BY:** A. Carruthers  
**MOTION CARRIED.**

The meeting returned to Open Session at 8:10 p.m.

8. **Business Arising From In Camera Meeting**

No business arising from the In Camera meeting.

9. **Motion to Adjourn**

**MOTION:**  
**09-54**

**MOVED BY:** Councillor Phillips  
**SECONDED BY:** A. Carruthers  
**MOTION CARRIED.**

The meeting adjourned at 8:10 p.m.

10. **Date and Time of Next Meeting**

September 17, 2009, 6:30 p.m.