

ST. CATHARINES PUBLIC LIBRARY BOARD

54 Church Street, St. Catharines, ON L2R 7K2

Tel.: 905-688-6103 ~ Fax: 905-688-6292

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

January 28, 2010

Board Room

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

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

The Regular Meeting of the St. Catharines Public Library Board was held on January 28, 2010 at the Central Library. The Chair called the meeting to order at 6:45 p.m.

1. Adoption of the Agenda

1.1 Additions/Deletions

L. Stripnieks requested that In Camera Business Arising Item 7.3(a) – Proposed 2010 Budget PowerPoint Presentation, be moved to the Regular Meeting as Item 6.6.

1.2 Adoption of the Agenda

MOTION: **THAT** the Library Board adopt the agenda as amended.
10-02

MOVED BY: M. Sendzik

SECONDED BY: A. Rosts

MOTION CARRIED.

3. **Business Arising**

3.1 Aquatic Centre/Grantham Branch Progress Report – L. Stripnieks

The CEO informed the Board that the St. Catharines Public Library Team had attended the following Aquatic Centre Meetings:

- November 30 – Security Review
- December 3 – Class A Costings Review
- January 19 – Electrical Specifications Review
- January 21 – Electrical and Mechanical Specification Review
- January 21 – Class A Costings and Library space/shelving requirement Review
- January 25 – J. Foster, A. Chiota, L. Stripnieks went to Toronto to review shelving requirements, workroom layout, and millwork design

Councillor B. Phillips stated that the tender will go out on February 15 with responses due back March 18. Construction (shovel in the ground) is expected to commence in April.

4. **Correspondence**

The Board received correspondence as at January 18, 2010.

5. **Reports**

5.1 Chair's Report – L. McDonald

The Chair reported that he met with the CEO to discuss some issues. He also stated that he attended the Staff Christmas Party held at the Mandarin Restaurant on Monday, December 7th along with other Board members and it was an enjoyable evening.

5.2 Chief Executive Officer's Report - L. Stripnieks

The CEO reported that the Library's annual statistics have been completed for 2009.

5.3 Health and Safety Report – J. Foster

J. Foster reported that Grantham, Merritt, Port Dalhousie Branches and Central Library's 1st Floor were inspected this month. No deficiencies were indicated. He also stated that the Joint Health & Safety Committee met on November 26th, 2009 and established dates for the 2010 Health and Safety Inspections.

5.4 Branch Reports

The Board received the written Branch reports for November and December 2009.

5.5 Facilities – J. Foster

J. Foster reported that the concrete access ramp in the courtyard is being replaced as it has shifted and the angle iron has rotted. The cost to replace the ramp is \$9,675 which will be paid by the City. He also stated that the Library had to replace the snow blower which cost \$1,700.

J. Foster also indicated that due to the cold temperatures outdoors, the number of loitering problem patrons and disruptive behaviour incidents has increased.

5.6 Finance

a) Schedule of Accounts – Reports 11 and 12

MOTION: THAT the eleventh report recommending payment of accounts and salaries in the amount of FOUR HUNDRED THIRTY-EIGHT THOUSAND, NINETY-THREE DOLLARS AND NINETY-FIVE CENTS (\$438,093.95) and THAT the twelfth report recommending payment of accounts and salaries in the amount of FIVE HUNDRED NINETY-SIX THOUSAND, FOUR HUNDRED FIFTY-ONE DOLLARS AND FIFTY CENTS (\$596,451.50) be received and approved.

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

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

With 100% of the year elapsed, the statement shows: revenue received – \$5,323,112; expenditures - \$4,934,555.

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

The statement shows a balance of \$698,850 made up as follows: opening balance - \$660,389; donations - \$26,164; interest income - \$13,290. YTD encumbered - \$234,129; YTD unencumbered - \$464,721.

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

The report shows a balance of \$902,666 made up as follows: \$434,200 due June 21, 2015 invested with Ontario Savings Bonds; \$252,986 due June 15, 2010 invested with a TD Bank GIC; and \$215,480 due June 15, 2010 invested with a TD Bank GIC.

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

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

5.7 St. Catharines City Council

Councillor Williamson stated that the 2010 Municipal Election is underway and that Carlisle Parking Garage is under construction. He also stated that the St. Catharines Transit Commission has presented their 2010 budget and the increase over 2009 was 6.9%

5.8 SOLS Report – S. Reilly

The Board received a written report from S. Reilly on the November 28, 2009 SOLS meeting.

6. **New Business**

6.1 Review of Activities & Annual Statistics – L. Stripnieks

The Board received a written 2009 Review of Activities & Annual Statistics report.

6.2 2010 Operational Goals – L. Stripnieks

The Board received a written report with a recommendation on the 2010 Operational Goals.

MOTION: THAT the Library Board approve the 2010 Operational
10-04 Goals.

MOVED BY: A. Rosts
SECONDED BY: M. Sendzik

MOTION CARRIED.

6.3 2010 Holidays – L. Stripnieks

The Board received a written report with a recommendation on 2010 Holidays.

MOTION: THAT the Library Board approve that the Library be
closed
10-05 at 2:00 pm on December 24th and December 31st.

MOVED BY: Councillor Phillips
SECONDED BY: A. Rosts

MOTION CARRIED.

6.4 120 Years of Service Celebratory Project – L. Stripnieks

The Board received a written report on the 120 Years of Service Celebratory Project. An anthology Behind the Backroom of poems and short stories has been completed and is almost ready for publication. The anthology was the Board approved 120 year celebratory project.

6.5 2009 Community Care Campaign – L. Stripnieks

The Board received a written report on the 2009 Community Care Campaign which stated that \$789 had been raised through a number of events. Staff also sponsored Christmas gifts for 40 children

6.6 Proposed 2010 Budget PowerPoint Presentation – L. Stripnieks/J. Foster

The Board viewed the Proposed 2010 Budget PowerPoint Presentation that L. Stripnieks and J. Foster will present to St. Catharines City Council on Monday, February 8th.

6.7 Other Business

No other business.

6.8 Business for Next Meeting

No business for next meeting.

6.9 Informational Materials

Informational materials were included in the Board package.

In Camera Business

7.1 **Motion to Move In Camera**

MOTION: THAT the meeting move In Camera.
10-06

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

The meeting moved In Camera at 8:00 p.m.

7.2 **Adoption of In Camera Agenda**

7.2(a) Additions/Deletions to the Agenda
7.4(b) Matter for Decision – L. McDonald
7.4(c) Parking – A. McEwen

7.2(b) Adoption of In Camera Agenda

MOTION: THAT the Library Board adopt the In Camera agenda as amended.
10-07

MOVED BY: A. Carruthers
SECONDED BY: A. Rosts
MOTION CARRIED.

7.3 **Business Arising**

7.3(a) Proposed 2010 Budget PowerPoint Presentation – L. Stripnieks/J. Foster
This item was moved to Regular Meeting Item 6.6

7.4 **New Business**

7.4(a) Personnel Matters Update – L. Stripnieks
The Board received a written update on personnel matters, including staff resignations, retirements and new hires.

7.4(b) Matter for Decision – L. McDonald
The Chair discussed a matter for decision with Board Members. L. Stripnieks, J. Foster and P. Johnson were not present.

7.4(c) Parking – A. McEwen
A. McEwen requested clarification on a parking matter.

7.5 **Return to Open Session**

MOTION: THAT the meeting return to Open Session.
10-08

MOVED BY: A. Carruthers
SECONDED BY: A. Rosts
MOTION CARRIED.

The meeting returned to Open Session at 8:20 p.m.

8. **Business Arising From In Camera Meeting**
No business arising from In Camera Meeting.

9. **Date and Time of Next Meeting**
Thursday, February 18, 2010 at 6:30 p.m.

10. **Motion to Adjourn**
MOTION:
10-09

MOVED BY: A. Cook

SECONDED BY: A. Rosts

MOTION CARRIED.

The meeting adjourned at 8:25 p.m.