

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 MINUTES

May 19, 2011 – 7:00 p.m.
Board Room

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

Staff: J. Foster L. Stripnieks (Secretary)

Regrets: A. Carruthers Councillor B. Williamson

The Regular Meeting of the St. Catharines Public Library Board was held on May 19, 2011 at the Central Library. The Chair called the meeting to order at 7:05 p.m.

Auditors' Report – Crawford, Smith and Swallow

The Board received a written report on the annual audit of the Library. Mark Palumbi of Crawford Smith & Swallow presented the Board's audited financial statements as at December 31, 2010 and responded to questions as they arose.

1. **Adoption of the Agenda**

1.1 Additions/Deletions

1.2 Adoption of the Agenda

MOTION: THAT the Library Board adopt the agenda.

2011-31

MOVED BY: M. Sendzik

SECONDED BY: A. Rosts

MOTION CARRIED.

2. **Minutes**

2.1 Regular Meeting, April 21, 2011

MOTION: THAT the minutes of the Regular Meeting of April 21, 2011-32 be approved, a copy having been received by each trustee.

MOVED BY: Councillor B. Phillips

SECONDED BY: A. Rosts

MOTION CARRIED.

3. **Business Arising**

No business arising.

4. **Correspondence**

The Board received correspondence as at May 13, 2011.

5. **Reports**

5.1 Chair's Report – L. McDonald

L. McDonald reported that he and S. Reilly had met with the auditor on May 12 to review the audit report. The Chair thanked A. McEwen for chairing the last meeting. The Chair reported that he along with A. Cook and A. Carruthers had attended the Women of Distinction 2011 Awards ceremony. The guest speaker was Margaret Trudeau.

5.2 Chief Executive Officer's Report - L. Stripnieks

L. Stripnieks stated that the CELPLO (Chief Executives of Large Public Libraries) Electronic Resource Consortia which had been created in 2006 would disband in June. The Consortia had been created to leverage their collective buying power to secure very advantageous electronic database license agreements. In 2009/10 the Ministry of Culture gave Knowledge Ontario 2 million to provide a suite of electronic resources to all public libraries and schools for a 2 year period. In 2011 the Ministry of Tourism and Culture gave SOLS 2 million in funding to provide public libraries with the resources. Since half of the products that the Consortia used to buy are now being provided by SOLS, the Consortia is being disbanded. CELPLO libraries will go directly to the vendors or go through SOLS for the products not provided through the Ministry funding.

L. Stripnieks reported on the In the Soil program held on April 30th in the Library. About 200 people attended the Aerial Acrobat performance at the Central Library and the Sing-a-long. A committee has been struck to work on a program of activities for the 1812 Bi-Centennial. New Bestseller lists were launched this month. They will come out quarterly. L. Stripnieks thanked the Board for nominating her for the Women of Distinction Award. It wasn't something she expected but it was a great honour to be submitted as a candidate. She stated that the Board and all the staff share in the achievements of the library and in the continuing development of its services.

5.3 Health and Safety Report – J. Foster

J. Foster reported that in May certified members of the Health & Safety Committee completed their Annual inspections of all 4 branches. All minor deficiencies reported have been corrected. The monthly Health & Safety inspections have been completed for Grantham, Merritt and Port Dalhousie branches.

5.4 Branch Reports

The Board received the written Branch reports for April 2011. Questions arose about the malfunction of the UPS batteries mentioned in the IT Report..

5.5 Facilities – J. Foster

J. Foster reported that during the wind storm 2 trees had fallen at the Port Dalhousie Branch which resulted in its closure for 3 days. Grantham and Merritt were closed for one day and Centennial not at all.

5.6 Finance

a) Schedule of Accounts – Report 4

MOTION: THAT the fourth report recommending payment of accounts and salaries in the amount of FOUR HUNDRED FIFTY - THREE THOUSAND, FOUR HUNDRED THIRTY-FOUR DOLLARS & SEVENTY-FOUR CENTS (\$453,434.74) be received and approved.

MOVED BY: A. McEwen

SECONDED BY: A. Rosts

MOTION CARRIED.

b) Statement of Operating Accounts - as at April 30, 2011

With 33% of the year elapsed, the statement shows: revenue received – \$1,604,397 expenditures - \$1,595,183..

c) Endowment and Trust Fund Statement - as at April 30, 2011

The statement shows a balance of \$769,404 made up as follows: opening balance - \$769,404; donations - \$1,734; interest income - \$2,236: current assets - \$769,404; YTD encumbered - \$237,000; YTD unencumbered - \$532,404.

d) Report on Short-Term Investments - as at April 30, 2011.

The report shows a balance of \$973,443 made up as follows: \$440,847 due June 21, 2013 invested with Ontario Savings Bonds; \$315,297 due July 17, 2011 invested with a TD Bank GIC; and \$217,299 due July 17, invested with a TD Bank GIC.

e) Report on Reserve Accounts - as at April 30, 2011

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

5.7 St. Catharines City Council

Councillor Phillips reported that recorded votes will now be a regular part of Council proceedings. The architects of the Performing Arts Center will be displaying their designs at the Dunlop Centre. Council has discussed the feasibility of building a new arena. He has suggested to the City that scooter plug-ins be considered for the recreation centers similar to those available in the Library.

6. New Business

6.1 Code of Conduct - L. Stripnieks/McKenzie

The Board received a revised Code of Conduct. A number of revisions were made. Staff will incorporate the changes and bring the item back to the June meetings.

6.2 New Grantham Branch Update - L. Stripnieks

The Board received a written report with respect to staff activities re: furniture selection and approval; Library shelving and promotion activities. The building is expected to be completed December 23rd. The opening day for the facility is unknown at this point. Recreation staff have indicated they may not be ready to open until February. With respect to promotion the CEO stated that a proposal for a donor wall will be brought back for discussion in June.

6.3 Business for Next Meeting

No business for next meeting.

6.4 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.
2011-34

MOVED BY: A. Cook

SECONDED BY: A. Rosts

MOTION CARRIED.

The meeting moved In-camera at 8:35 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.
2011-35

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

7.3 Business Arising
No business arising.

7.4 New Business

7.4 (a) Collective Agreement Negotiations - J. Foster/L. Stripnieks
Staff reported that legal counsel has been delayed in preparing the Memorandum of Settlement is outstanding due to an unforeseen personal matter. Staff will report in June on the status of this item.

7.5 Return to Open Session

MOTION: THAT the meeting return to Open Session.
2011-36

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

The meeting returned to Open Session at 8:43 p.m.

8. Business Arising From In-camera Meeting
No business arising from the In-camera meeting.

9. Motion to Adjourn

MOTION:
2011-37

MOVED BY: M. Sendzik
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

The meeting adjourned at 8:45 p.m.

10. Date and Time of Next Meeting

June 16, 7:00 p.m.