

COUNCIL
JUN 05 2011
ACTION

cc Mayer, Council
Mark 2011-05-31
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April 2011

The April meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, April 27, 2011 at 3:00 p.m. In attendance were: Chair J. Cunningham, T. Drysdale, A. Georgeson, R. Schulz, S. Tibbs, A. Zucchiatti, Manager of Community Services G. Bell and Secretary-Treasurer M. Sedgwick.

Regrets: R. Wiedenhoeft

1. Conflict of Interest There were no declarations of conflict of interest at this time.

2. Agenda No items were added to the agenda at this time.

ACTION: T. Drysdale will report on the Technology Committee at the May meeting.

3. Minutes MOTION #22: R. Schulz moved to accept the minutes of the meeting of March 23, 2011 Seconded by R. A. Georgeson. Carried.

A meeting with John Knox, Architect, has been set for May 11, 2011.

ACTION: G. Bell and M. Sedgwick will present reports on the May 11 meeting with the Architect, and detailed reports of new building revenue and expenditures at the May Board Meeting.

ACTION: J. Cunningham will present a report of the Staff Reorganization Committee at the May meeting.

Outgoing Board correspondence will be included in future Board packages.

MOTION #23: A. Georgeson moved to accept the Minutes of the Special meeting, April 13 2011. Seconded by R. Schulz. Carried.

4. Shaw Room A report on the Shaw Room was received.

ACTION: M. Sedgwick will prepare a feedback form, including numbers and comments, for users of the Shaw Room.

ACTION: Marketing the Shaw Room equipment, including webconferencing and videoconferencing, will be discussed at the May meeting.

ACTION: M. Sedgwick will ensure that photographs of the Shaw Room are posted on the website.

5. Board Development Results of the Leadership by Design Gap Analysis were discussed.

ACTION: J. Cunningham and M. Sedgwick will select 2 or 3 points from the Gap Analysis which had an average rating of less than 3 and be prepared for discussion at future Board meetings.

Fifteen minutes of each meeting will be reserved for Board Development.

ACTION: M. Sedgwick will prepare an Annual report to be presented with the Annual Report prepared for the Ministry of Culture at the June meeting.

5. Webinars Future webinars include Key Board Relationships on May 12 and Board as a Team on May 26.

Many of the past webinars are now available on the OLS-N website, www.olsn.ca.

ACTION: J. Cunningham asked that all Board members have listened to all Board related webinars by summer.

ACTION: M. Sedgwick will request that powerpoint handouts be available for future webinars.

6. Budget The amended budget for 2011 was received.

Closing the library at 8 p.m. will have an impact on the use of the Shaw room for evening meetings.

MOTION # 24: T. Drysdale moved to maintain existing library hours and at the May meeting have a report on the implication of closing the library at 8:00 p.m. in the future. Seconded by A. Georgeson. Carried.

ACTION: M. Sedgwick will prepare a report on the implications of closing the library at 8:00 p.m. for the May meeting.

7. Fees MOTION # 25: T. Drysdale moved to approve the amended Fees and Fines Schedule 2011. Seconded by A. Zucchiatti. Carried.

ACTION: M. Sedgwick will check the policy on the fine free donation of \$125 for the May meeting.

8. Policies MOTION # 26: A. Georgeson moved to adopt the Mission Statement FN-01 Policy. Seconded by A. Zucchiatti. Carried.

MOTION #27: T. Drysdale moved to adopt the Vision Statement, Policy FN-02 as amended. Seconded by R. Schulz. Carried.

MOTION #28: A. Zucchiatti moved to adopt the Statement of Values, Policy FN-03 as amended. Seconded by R. Schulz. Carried.

MOTION #29: T. Drysdale moved to adopt the Policy on Intellectual Freedom. Seconded by R. Schulz. Carried.

MOTION #30: R. Schulz moved to adopt the Policy on the Purpose of the Board, GOV-01. Seconded by A. Georgeson. Carried.

MOTION #31: A. Zucchiatti moved to adopt the Board Orientation Policy, GOV-02 as amended. Seconded by A. Georgeson. Carried.

MOTION #32: T. Drysdale moved to adopt the Board Training Policy, GOV-03. Seconded by A. Zucchiatti. Defeated

MOTION #33: A. Georgeson moved to adopt the Board Training Policy, GOV-03 as amended with 1(d) to be eliminated. Seconded by S. Tibbs. Carried.

MOTION #34: A. Zucchiatti moved to adopt the Policy on Duties and Responsibilities of Individual Board Members, GOV-04. Seconded by R. Schulz.

A recorded vote was requested.

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| Joyce Cunningham | - Yes |
| Tannis Drysdale | - Yes |
| Arlene Georgeson | - Yes |
| Robert Schulz | - Yes |
| Sharon Tibbs | - No |
| Alan Zucchiatti | - Yes |

Carried.

MOTION #35: A. Georgeson moved to adopt the Committees of the Board Policy, GOV-05. Seconded by T. Drysdale. Carried.

MOTION #36: A. Zucchiatti moved to adopt the Delegation of Authority to the CEO policy, GOV-06. Seconded by R. Schulz. Carried.

MOTION #37: R. Schulz moved to adopt the policy on Policy Development, GOV-07. Seconded by A. Zucchiatti. Carried.

MOTION #38: T. Drysdale moved to adopt the Collection Development Policy, OP-01, as amended. Seconded by A. Georgeson. Carried.

MOTION #39: S. Tibbs moved to adopt the policy on Confidentiality & the Protection of Privacy, OP-02. Seconded by A. Zucchiatti. Carried.

ACTION: M. Sedgwick will instruct staff to inform new registrants that the information collected from them is for library purposes only.

MOTION #40: A. Zucchiatti moved to adopt the Travel Policy, OP-03. Seconded by R. Schulz. Carried.

9. Finances MOTION #41: S. Tibbs moved to accept the financial report for March 2011. Seconded by A. Zucchiatti. Carried.

10. Activities The Activity Report for March was received.

J. Cunningham pointed out that the gate count for people entering the Library in March was 9,607, a number that can be used for advocating the library.

11. Next Meeting The next meeting will be held on May 25 at 3 p.m.

12. Adjournment MOTION #42: S. Tibbs moved to adjourn at 5:05 p.m.