

## WELLAND PUBLIC LIBRARY BOARD

### MINUTES

Minutes of the fourth regular meeting held on Monday, April 24, 2006 at the Welland Public Library.

PRESENT: Chair Wayne DeMille, Fred Sullivan, Melanie Gross-Kerho, Glen Johnston, Sherry Spark, Councillor Paul Grenier. Staff: Janet Booth, Gina Marie Wilson.

REGRETS: George Giovinazzo, Joan Elliot, Debbie Tomaino

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

1. Disclosures of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

2. Approval of Agenda

Moved by Sherry Spark  
Seconded by Paul Grenier

06:24 **That the Agenda be approved as amended.** Carried.

3. Minutes of March 20, 2006.

Moved by Sherry Spark  
Seconded by Melanie Gross-Kerho

06:25 **That the Minutes of the March 20, 2006 regular meeting be approved as circulated.**

Carried.

4. Business Arising

a) 2006 Budget Update

The CEO reported that there have been no discussions yet with the City regarding the Library's budget as approved by Council, but is hopeful that this matter will be resolved by the next meeting.

b) Strategic Plan Update

The Board reviewed the report from the CEO outlining the process and timelines for preparing a new strategic plan. The CEO distributed the draft of the survey to be distributed to users over the next several weeks and suggested that the survey may also be done at the Seaway Mall in order to pick up people who do not use the library.

Moved by Fred Sullivan  
Seconded by Sherry Spark

06:26 **That the proposed schedule for the strategic planning process be approved.**

Moved by Glen Johnston  
Seconded by Paul Grenier

06:27 **That the Planning Committee be re-established to oversee the development of the strategic plan, and that Sherry Spark, Fred Sullivan, Joan Elliot and George Giovinazzo be appointed to the Committee.**

Carried.

c) Fundraising Activities

At the last meeting, Board members were asked for fundraising ideas and to report at this meeting. Ideas suggested included:

- Developing a Legacy Event, possibly in October, that would include a dinner, silent auction, and well-known author as a speaker.
- Holding an event that would use the wonderful ambiance of the new library. It might begin with cocktails/appetizers at the Main Library followed by dinner at a downtown restaurant and returning to the Main Library for dessert and some kind of musical entertainment.
- The CEO recommended that the board undertake another direct mail campaign which should be an annual event. The Board asked that a draft document be prepared.
- There were some questions about a library foundation, and the CEO was asked to investigate and report back with the advantages and disadvantages of establishing a foundation.

d) Review of Public Internet Policy

Stephen Hanns attended this portion of the meeting to present his report and to answer questions about the library's policy.

Moved by Melanie Gross-Kerho  
Seconded by Sherry Spark

06:28 **Moved that the report on Public Internet Usage be received.** Carried.

5. Correspondence

- a) Elizabeth Tromp, Director General, Charities Directorate, Canada Revenue Agency re free information sessions to assist registered charities in complying with the *Income Tax Act*.
- b) Grant Thornton, LLP re Advisor Alert: public sector-local governments *Amendment to Tangible Capital Assets—PS 3150*.

- c) Dr. Sheela Basrur, Chief Medical Officer of Health, Province of Ontario re Feedback on workplace flu immunization clinic.  
Mrs. Margaret Bowman re card and donation in appreciation of library services.

6. Financial Report

a) Payment of Invoices

Moved by Paul Grenier  
Seconded by Fred Sullivan

06:29 **That invoices totaling \$33,119.92 be approved.** Carried.

b) Financial Report

Moved by Paul Grenier  
Seconded by Melanie Gross-Kerho

06:30 **That the Financial Statement for March be received.** Carried.

7. Chief Executive Officer's Report

The CEO reported that Sunday hours will end at the end of April until next fall, and have been very well received. On average, about 375 items circulated each day, Internet computers were steadily used, and the Information desk was kept busy assisting the public.

It was also reported that the Niagara area public libraries are planning to hold a region-wide "Niagara Reads Niagara" program during October. More information will be provided at the next meeting.

Moved by Sherry Spark  
Seconded by Melanie Gross-Kerho

06:31 **That the Chief Executive Officer's Monthly Report be received.**

Carried.

8. Other Business

a) Memberships

Moved by Sherry Spark  
Seconded by Paul Grenier

06:32 **That the Welland Public Library Board renew its membership with the Welland/Pelham Chamber of Commerce.**

Carried.

Moved by Sherry Spark  
Seconded by Glen Johnston

06:33 **That the Welland Public Library Board join the Federation of Ontario Public Libraries**

Carried.

c) SOLS Trustee Council Meeting

Glen Johnston indicated that he would be attending the SOLS meeting in Oakville this Saturday, April 29, 2006 and invited Board members to provide comments. The CEO suggested that he might want to report on the unveiling of our Donor Wall earlier this year.

d) Moved by Fred Sullivan  
Seconded by Sherry Spark

06:34 **That the Library Board move into Committee of the Whole at 9:04 p.m. to discuss personnel and financial matters regarding identifiable employee(s).**

06:35 **That the Library Board come out of Committee of the Whole at 9:14 p.m. with no report.**

9. Date of Next Meeting

The next regular meeting of the Library Board will be held on Monday, May 15, 2006 at the Welland Public Library.

10. The meeting adjourned at 9:15 p.m. on a motion by Paul Grenier.

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Wayne DeMille, Chair

Janet C. Booth, Secretary