

MIDLAND PUBLIC LIBRARY BOARD MEETING

DATE: December 11, 2008

LOCATION: At the home of Catharine Moore

PRESENT: A. Campbell, V. Barycky, G.A. Walker, B. Desroches, J. Swick, P. File, C. Moore

REGRETS: J. LeFebvre, V. Nihill **GUEST:**

STAFF: G. Griffith, Recording Secretary, B. Molesworth, CEO

ITEM #	ISSUE	ACTION
1.	Call to Order G. A. Walker called the meeting to order at 7:07 p.m.	
2.	Approval of the agenda Additions: 4. Business arising from the minutes 4.2 Board Representatives 7. New Business 7.5 Personnel 8. Information 8.2 Demographics Moved by: V. Barycky Seconded by: P. File That the agenda be approved, as amended.	CARRIED
3.	Approval of the minutes of the previous meeting Correction: 6.2 Fundraising spelling error in 4 th line. The word <u>roll</u> should be spelled <u>role</u> . Moved by: A. Campbell Seconded by: V. Barycky That the minutes of the Board meeting held on November 13, 2008 be approved, as corrected.	CARRIED

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4.	<p>Business arising from the minutes</p> <p>4.1 Report on Council Meeting of November 26</p> <p>B. Molesworth reported that Council, after asking questions and expressing some concerns, approved the expenditures for the expansion project. The vote wasn't unanimous, but it passed.</p> <p>B. Molesworth also attended a budget meeting with Council on the evening of December 10 regarding the approval of the Operating Budget. The Library's budget was approved with the new 28 hour part-time position included. The overall municipal tax increase will be 2.8%. Library Board Treasurer, A. Campbell congratulated B. Molesworth for his ability to communicate the Library's case to Council so effectively.</p> <p>B. Molesworth expressed his gratitude to CAO, T. Walker and Town Treasurer, S. Gignac for their presentation of the financial numbers to Council on the Library's behalf.</p> <p>4.2 Board Representatives</p> <p>B. Molesworth reported that, for 2009, Council has appointed two representatives to sit on the Library Board. P. File has been re-appointed and Deputy Mayor, R. Hackney will be joining the Board. G.A. Walker questioned the need for another Council representative when P.. File has been doing a good job representing the Library at Council.</p>	
5.	<p>Approval of the accounts</p> <p>The accounts were not available. They were deferred to the January 2009 Board meeting.</p>	
6.	<p>Reports of Board Committees</p> <p>6.1 Finance Committee</p> <p>Report deferred to January 2009 meeting.</p>	

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6.	<p>Reports of Board Committees - continued</p> <p>6.2 Fundraising Committee – Proposals</p> <p>B. Molesworth distributed précised reports of two meetings he had with two different fundraisers.</p> <p>He met with Alan Arlette first. He has worked on the hospital and physician recruitment campaigns, as well as Shelter Now. As a result of this involvement, he knows a lot of people in the community. He would help prepare communication and fundraising plans as well as a feasibility study and plan for recruiting volunteers. A high profile person needs to be found to carry this plan forward. A. Arlette’s involvement would end at this point. He would charge between \$15,000.00 to \$20,000.00. He lives at 6 Mile Lake but is moving to Midland next year.</p> <p>The second fundraiser, Freda Kemp, is also somewhat local, as she owns a cottage on Little Beausoleil. She has done one other Library fundraising campaign in Kingston and has also handled fundraisers for theatres. Her approach would be heavily weighted towards grant applications in the first 6 months. Both she and A. Arlette would use a pre-interview approach with potential donors. A. Kemp would like office space in the building and suggested a one year contract at \$5,000.00 per month. She would be around to see the project through. G.A. Walker asked if they should perhaps be invited to present to the Board. The Board agreed.</p> <p>C. Moore asked if there were more grants that we hadn’t already applied for. B. Molesworth stated that we have already committed to applying again to the Trillium Foundation. The Federal government has announced another programme called Build Canada, but the Town will be applying for another project and only one grant is allowed per municipality. P. File noted that there still could be a lot of work for Library Staff during the campaign. It was also noted that we may not be as successful in our grant application as we have already received an infrastructure grant. B. Molesworth will invite both fundraisers to attend the January Library Board meeting.</p>	

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6.	<p>Reports of Board Committees - continued</p> <p>6.3 Building Committee - Schedule/Sod Turning - Reports - Meetings</p> <p>B. Molesworth has asked CAO, T. Walker to speak with the Mayor about a date in early January for the sod turning ceremony. Given the snow and winter temperatures, perhaps a quick picture outside in front of an excavator could be taken with a reception, in the now empty Fiction Room, to follow.</p> <p>B. Molesworth informed the Board that the contractor, Monteith, uses a practice of issuing monthly progress reports. A meeting will be held Monday, December 15, 2008 with the contractor and all the trades and sub-trades along with Architect, J. Knibb. B. Molesworth will ask for the schedule of these reports and then call a Building Committee meeting.</p> <p>6.4 Report from the Friends of the Midland Public Library</p> <p>B. Molesworth reported that another \$2,000.00 had been deposited from the Kimberley Seldon event, so we are a little closer to breaking even. One of the fundraisers B. Molesworth had met with did comment that events don't really make a lot of money but they do raise the profile of the Library. M. Neilsen and B. Molesworth are planning to survey the stores that participated to see what they think about the timing of the event.</p>	
7.	<p>New business</p> <p>7.1 SOLS Grants - \$15,123.00</p> <p>B. Molesworth informed the Board that SOLS received an infrastructure grant from the Province in the amount of \$15 million. There has been speculation about what they would do with that money. The FOPL had asked libraries to put forward suggestions about how that money should be used. SOLS has decided to divide some of the money up into individual grants for public libraries across the province. We should be</p>	

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7.	<p>New business - continued</p> <p>receiving a cheque for \$15, 123.00 in January. A smaller portion of SOLS' grant money is being held aside and will be made available through application and be granted under specific categories. Technology is one category under which we may apply.</p> <p>7.2 Reading Series / IFOA</p> <p>B. Molesworth met with Geoffrey Taylor, the Director of the International Festival of Authors, in Toronto. He is eager to promote the festival across Ontario. He would like to create mini centres with partners, like us, that would apply for funding from various agencies. The IFOA would provide a list of authors that are interested in coming up here to see another part of the province. Their transportation would be paid for by the IFOA. If we become a part of this author series then we would drop our own. B. Molesworth told G. Taylor that we are interested and that he would contact other local libraries about their potential involvement. If we can get the funding, then the IFOA would support us in other ways as well. The time of year for the event would change from July to October. C. Moore asked if we know what they would pay for. B. Molesworth stated that he will have to clarify what they would cover, but his hope is that we would be able to bring our costs down enough to be revenue neutral. G.A. Walker asked B. Molesworth what he needed from the Board. He responded that if anyone was opposed he would like to know, otherwise, he will continue his discussions with them. No one was opposed.</p> <p>7.3 HR Officer – Criminal Checks for new employees? - Charged to? Repeated? - Pay Equity/Aitken Plan</p> <p>Suzanne Beatty, the Town's new Human Resources Officer, approached B. Molesworth about the possibility of implementing a policy of having criminal checks done on new employees. The Town is looking at its employees working at the NSSRC as they work closely with children.</p>	

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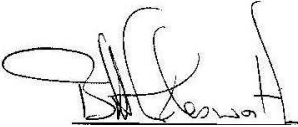
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7.	<p>New business - continued</p> <p>B. Molesworth asked the Board for their thoughts about the library adopting this policy. V. Barycky asked why it would be necessary for the Library. Employees of schools have to because they work one on one with children and she could see the sports centre as needing to implement this policy, but couldn't see the need for Library staff as they don't work one on one with kids.</p> <p>P. File said she thought criminal checks gave a false sense of security. She felt it was safer to keep employees from working in enclosed areas with children. The only other purpose for a criminal check would be previous fraud charges for people working with money. B. Molesworth clarified that S. Beatty was asking for our thoughts on the matter and he will convey them. B. Molesworth informed the Board that, when he started working here five years ago, he had to undergo a criminal check. He's not sure what the policy was then. A. Campbell suggested that perhaps if the Town makes it a policy then maybe we should.</p> <p>The new HR Officer is also moving ahead with an overdue pay equity review, so a new Aitken plan will be developed to compare jobs.</p> <p>7.4 Membership in FOPL</p> <p>Our membership has come up for renewal with the FOPL. They have sent out a document listing all the things they have accomplished. If anyone is interested in having a look at it B. Molesworth will make it available.</p> <p>7.5 Personnel</p> <p>B. Molesworth spoke about the service awards that are given out at the Town of Midland Christmas Party. They recognize 10, 20 and 25 years but they don't recognize 30 years. Ray Mayer, the Library's caretaker, has been with us for 30 years. B. Molesworth suggested that the Board in some way recognize this milestone. Ray often does over and above what is normally expected in his day to day job. Suggestions were discussed. G.A. Walker asked for a motion.</p>	

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7.	<p>New business – continued</p> <p>Moved by: V. Barycky Seconded by: A. Campbell That the Board spend \$300.00 to recognize Ray Mayer’s 30 years of devoted service to the Library.</p> <p>B. Molesworth informed the Board that one of our Staff recently lost both of her parents in the space of a week. Normally staff are given 3 days bereavement leave, but under these exceptional circumstances, he asked that 3 extra days be granted. The Staff member will take another day through the Family Responsibility provision which comes out of the person’s sick leave. The Board agreed.</p>	<p style="text-align: center;">CARRIED</p>
8.	<p>Information</p> <p>8.1 Chief Librarian’s Report In discussing the part of his report that dealt with the decrease in circulation, B. Molesworth suggested that perhaps cutting back on ordering new material when it appeared we would be over budget has had an impact later in the year on circulation.</p> <p>8.2 Demographics The Trillium Foundation has released a study on demographics that says Ontario’s youth population is growing faster than any other part of the country at a rate of 9.3%. The Simcoe/York area has one of the fastest growth rates in the Province at 18.9%. This growth may eventually have an impact on us. It was pointed out, however, that the growth in North Simcoe may not be the same as South Simcoe.</p>	
9.	<p>Adjournment Moved by: V. Barycky That the meeting be adjourned at 8:20 p.m.</p> <p style="text-align: center;"></p>	<p style="text-align: center;"></p>

Chairman of the Board

Chief Librarian