

A regular meeting of the Whitchurch-Stouffville Public Library Board was held on Thursday, May 3, 2007 at 7:01 pm at the Library. Councillors Rob Hargrave and Richard Bartley were absent. Staff in attendance: Carolyn Nordheimer James and Barbara St. John.

1. Introduction of Addendum Items
 - 10.3 Tree Planting
 - 10.4 Obsolete OPACs
 - 10.5 Library Annual Report
 - 10.6 Display Policy
 - 10.7 Human Resources Committee
 - 10.8 Statistics Presentation

2. Adoption of Agenda

Motion - #07-031

Moved by Janet Reid, seconded by Deborah McNeely, that:
The agenda be adopted as amended. Carried.

3. Declarations - nil

4. Adoption of minutes of the last meeting – April 5, 2007

Motion - #07-032

Moved by Linda Cundari, seconded by Deborah McNeely, that:
The minutes of the last meeting of April 5, 2007 be adopted as presented
Carried.

5. Delegations – nil

6. Business arising from the Minutes of the Last Meeting

- 6.1 Audio Conference – Monday, May 14th from 8:00 – 9:00 p.m. (New Board Members)
The Library Board Members had before them registration information for the Audio Conference on Monday, May 28, 2007 at 8:00 p.m. The C.E.O. and Board Members who were present with the exception of Linda Cundari will attend on Monday, May 14, 2007 and discuss the possibility of the Audio conference on Monday May 28, 2007.

7. Committee Reports:

- 7.1 Book-Sale Committee – Wednesday, April 11, 2007

- Book Sale Profits – Identified Items for Purchase –

2007

The Library Board had before them minutes from the Book Sale Committee Meeting held on Wednesday, April 11, 2007 and Book Sale Profits – Identified Items for Purchase – 2007. The Chair reported that there was a good turnout at the Volunteer Appreciation Party. The Book Sale raised \$13,753.53 minus \$125 in expenses. There are plans to look at a larger area for the Book Sale for 2009. The Book Sale could possibly be held at the new 19 on the Park if that project is given the go-ahead by Council.

Motion -#07-033

Moved by Deborah McNeely, seconded by Janet Reid, that:

The Library Board accept the list – Book Sale Profits – Identified Items for Purchase – 2007. Carried.

Motion -#07-034

Moved by Janet Reid, seconded by Deborah McNeely, that:
The Library Board accept the minutes from The Book Sale Meeting held on
Wednesday, April 11, 2007. Carried.

- 7.2 Seniors Sub-Committee of the Board – nil
- 7.3 Students Sub-Committee of the Board - nil

- 8. Report from Council
There was no report from Council.

- 9. Report from SOLS
Zack Armstrong, SOLS Trustee, reported on the SOLS Meeting that he attended on April 14, 2007. Zack felt that the SOLS program is important and took away lots of information from the meeting. He mentioned that some libraries feel that the inter-library loans are a drain on their library.

- 10. New Business
- 10.1 Seniors' Spring Fling Party – Wednesday, May 16, 2007
The Chair reported that there is a seniors' Spring Fling Party on Wednesday, May 16, 2007 and invited the Board Members to attend.

- 10.2 Supplemental Provincial Grant
The C.E.O. reported that the Library has received a \$9,000 supplemental grant from the Province and suggested that the funds be used for items chosen from the following list:
 - a) Children's Internet Computer
The Library Board had before them quotes for Computer Hardware RFP. Dell came in with the lowest bid at \$10,644.88. The children's computers will be replaced plus two OPACs will be added at the end of the stacks in the adult area. The C.E.O. reported that there is \$3,000 in the Capital Budget and the remainder could be taken from the grant.

 - b) C.E.O.'s Training Programme
The Library Board had before them a Course Outline from Peak Performance Systems – High Performance Management Training Program and an invitation from Town of Bradford to attend the workshops. Peak Performance Systems - High Performance Management Training Program with ten workshops at a cost of \$1,796.07

 - c) Early Literacy Station (if SRP grant is not received)
Early Literacy Station at a cost of \$3,000.

 - d) Funds to send additional staff to OLA 2008.
The C.E.O. suggested that additional staff be sent to OLA in 2008.

- e) Senior staff attendance at the World Library & Information Congress (International Federation of Library Associations and Institutes) to be held in Quebec City in August 2008
The C.E.O. suggested that this would be a great opportunity for some senior staff to attend.
Motion -#07-035
Moved by Maurice Smith, seconded by Deborah McNeely, that:
The Supplemental Provincial Grant of \$9,000 be spent on human resources.
Carried.
Motion -# 07-036
Moved by Roger Glazin, seconded by Deborah McNeely, that:
The C.E.O. speaks to the Town Treasurer in regards to combining the two GL accounts – Training and Conferences. Carried.
Motion - #07-037
Moved by Zack Armstrong, seconded by Deborah McNeely, that:
Item 10.2 (e) “Senior staff attendance at the World Library & Information Congress” be brought back to the September, 2007 Board Meeting. Carried.
- 10.3 Tree Planting
A resident has received an arborist award and would like to have her tree planted outside the Library. The C.E.O. will bring this request back to the Board when she has more information.
- 10.4 Obsolete OPACs
The C.E.O. reported that the OPACs will be moved from the center area.
The C.E.O. suggested that the obsolete OPACs be given to the Town to be auctioned off for charity.
Motion - #07-038
Moved by Deborah McNeely, seconded by Maurice Smith, that:
The obsolete OPACs be given to the Town to be auctioned off with the proceeds going to charity. Carried.
- 10.5 Annual Report
The Library Board had before them the Whitchurch- Stouffville Public Library’s Annual Report. The C.E.O. asked the Board if there were any changes that they would like to make to the report.
Motion - #07-039
Moved by Zack Armstrong, seconded by Janet Reid that:
The following additions are made,
Under “Did you know in 2006 - add the number of interlibrary loan requests that have been sent to other libraries,
And that Management be changed to Library Staff and adding the number of part-time staff and volunteers. Carried.
- 10.6 Display Policy
The Library Board had before them a Display Policy.

Motion - #07-040

Moved by Deborah McNeely, seconded by Linda Cundari, that:
The Display Policy be brought back to the June Board Meeting in Policy format.
Carried.

10.7 Human Resources Committee

Motion - #07-041

Moved by Roger Glazin, seconded by Zack Armstrong, that:
The Library Board approve keeping John Relph, Deborah McNeely and Janet Reid, who were the Hiring Committee, on as the Human Resources Committee to handle human resource issues that may arise in the future. Carried.

Deborah McNeely left the meeting at 8:30 p.m.

10.8 Statistics Presentation

The Library Board had before them the following documents – Libraries that Matter, How to Make Your Library Great, Appendix A: Quantitative Standards by Municipal Population and Appendix D: Summary of Technology-Related Standards. The C.E.O. gave a presentation – Library Statistical Overview. A discussion ensued with no motions brought forth.

11. Adjournment

Motion #07- 042

Moved by Linda Cundari, that:
The meeting be adjourned. Time 9:00 pm.

_____ Chairman