

May 2011

The May meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, May 25, 2011 at 2:00 p.m. In attendance were: Chair J. Cunningham, A. Georgeson, R. Wiedenhoef, R. Schulz, S. Tibbs, A. Zucchiatti, and Secretary-Treasurer M. Sedgwick.

Regrets: T. Drysdale, G. Bell

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

2. Agenda The following items were added to the agenda:

5k. Knowledge Ontario

5l. Thunder Bay Public Library Grand Opening

3. Minutes MOTION #43: A. Georgeson moved to accept the minutes of the meeting of April 27, 2011 Seconded by A. Zucchiatti. Carried.

The feedback form for users of the Shaw Room has been created.

Photographs of the Shaw Room have been posted on the website.

The donation of \$125 in lieu of fines is included in the Circulation Policy.

Staff have been instructed to inform new registrants that the information collected from them is for library purposes only.

MOTION #44: R. Wiedenhoef moved to accept the budget reduction report. Seconded by R. Schulz. Carried.

MOTION #45: A. Zucchiatti moved to accept the 2011 budget as amended. Seconded by A. Georgeson. Carried.

4. Board Development Information on the lowest rated points from the Leadership by Design Gap Analysis was presented.

5. Building Update Final reports on the revenue and expenditures of the new building were presented. M. Sedgwick gave a verbal report on the final meeting with architect, John Knox and building contractor, Peter McCart.

6. Bylaws J. Cunningham gave notice of motion to amend he bylaws of the Fort Frances Public Library.

ACTION: Board Members were asked to review old and new bylaws and bring them to the June meeting.

7. Policy MOTION #46: R. Schulz moved to approve the Programming Policy, OP-05. Seconded by S. Tibbs. Carried.

8. Job Descriptions

MOTION #47: A. Georgeson moved to approve the Job Description for the Chief Executive Officer as amended. Seconded by R. Schulz. Carried.

MOTION #48: R. Schulz moved to approve the Job Description for the Program Director as amended. Seconded by S. Tibbs. Carried.

MOTION #49: A. Zucchiatti moved to approve the Job Description for the Library Clerk 1-Full-time as amended. Seconded by R. Wiedenhoef. Carried.

MOTION #50: A. Georgeson moved to approve the Job Description for the Library Clerk II – Full-time as amended. Seconded by S. Tibbs. Carried.

MOTION #51: R. Schulz moved to approve the Job Description for the Library Clerk- Part-time as amended. Seconded by R. Wiedenhoef. Carried.

MOTION #52: A. Zucchiatti moved to approve the Job Description for the Student Clerk as amended. Seconded by A. Georgeson. Carried.

ACTION: G. Bell, M. Sedgwick and C. Ruppenstein will evaluate the positions, with results to be presented at the June meeting.

9. Technology Committee The ad hoc Technology Committee has disbanded. Alternative ways of promoting technology are being explored.

10. Shaw Room Ideas for marketing technology and the Shaw Room were presented.

11. Finances MOTION #53: A. Georgeson moved to accept the financial report for April 2011. Seconded by A. Zucchiatti. Carried.

12. Anniversary In celebration of the first anniversary of the new building, cupcakes or cookies will be served.

ACTION: M. Sedgwick will contact the Fort Frances Times regarding an article featuring highlights of the first year.

13. Next Meeting The next meeting will be held on June 22 at 2 p.m.

14. KO The request from Knowledge Ontario for support for its programs including \$1,000 for Ask Ontario, \$1,800 for Our Ontario and \$10,000 for Connect Ontario was received.

15. TBPL MOTION #54: R. Wiedenhoeft moved to send flowers and a congratulatory letter to Thunder Bay Public Library for their Grand Opening. Seconded by A. Georgeson. Carried.

ACTION: M. Sedgwick will order flowers and send congratulations to Thunder Bay Public Library.

16. Information The Activity Report for April was received.

The Board was impressed with the gate count for people entering the library. April's count was 9,822.

Reports on the OLS-N Sudbury Conference were received from J. Cunningham & M. Sedgwick

Upcoming webinars include The Board as a Team on May 26 at 6:30 p.m. & Measuring Strategically on Thursday June 9 at 1 p.m.

The Friends of the Library annual booksale will be held on Saturday, May 28.

17. Adjournment MOTION #55: S. Tibbs moved to adjourn at 4 p.m.