

REGULAR MEETING

March 30, 2005

The regular meeting of the London Public Library Board was held on the above date in the London Public Library Friends of the Library Board Room at 6:05 p.m. with the following present:

From the Board F. Tranquilli (Chair), P. Coderre, P. Griffith, S. MacDonald, J. Schlemmer, W. Thorpe and D. Winner;

Administration: J. Bowerbank, S. Hubbard Krimmer, B. Irwin, B. Jessop, B. Kinchlea, M. Mitchell, D. Skidmore, T. Travers, N. Ward, T. Wilkes;

Guests: S. Traill and Connie Sullivan, Friends of the London Public Library;

Minutes taken by: J. White.

APOLOGIES - R. Caranci, G. Kerhoulas

DISCLOSURES OF INTEREST - none

L05/15 DELEGATIONS

Friends of the London Public Library

Friends of the London Public Library presented the Library with a cheque for \$51,600 which represents the proceeds from the annual Fall Booksale and the Spring Booksale at the Byron Branch. Ms. Traill thanked Don Menard, Edna Mae Walsh, Liz Etherington along with the sorting crew at Byron.

The Friends Executive approved the following proposed recommendations for expenditures, presented by Administration:

- \$29,000 for CD-ROM children's workstations for the Branch Refurbishment Program (Landon, Beacock, Byron, Carson, Northridge, Lambeth)
- \$10,000 for the Rotary Reading Garden
- \$ 5,000 for the Summer Reading Program
- \$ 7,600 for the READ program.

All four areas have been previously supported by the Friends and are consistent with Board policy regarding the distribution of Friends donations.

Councillor Tranquilli thanked Ms. Trail for the Friends' generous donation and spoke about the value of the Friends of the London Public Library to this organization.

It was MOVED by Ms. Coderre and seconded by Councillor Winner that the report on Donation from Friends of the London Public Library be received.

CARRIED

L05/15.1 Old South Community Association

Mr. Petley, President of the Old South Community Association, presented the Board with a cheque for \$5,000 which was the first installment of a total commitment of \$10,000 towards a community meeting room at Landon Branch Library.

L05/15.2 KPMG - Auditor's Report

Mr. Skidmore reported that the auditor's report is not complete and will be deferred to the next Board Meeting.

L05/16 CHANGES TO AND ADOPTION OF AGENDA

_____ It was MOVED by Mr. Griffith and seconded by Ms. Coderre that the agenda be adopted.

CARRIED

L05/17 APPROVAL OF MINUTES

_____ Under L05/11.2, the minutes should read "It was MOVED by Mr. Griffith and seconded by Ms. MacDonald . . . "

It was MOVED by Ms. Coderre and seconded by Councillor Winninger that the minutes of February 23, 2005 (L05/07-L05/13) and March 23, 2005 (L05/14) be approved as amended.

CARRIED

L05/18 BUSINESS ARISING FROM THE MINUTES

Branch Refurbishments - Monthly Update

_____ Ms. Mitchell updated the Board on the progress of branch refurbishments. The re-opening of the Sherwood Branch Library will be held on April 2, 2005.

_____ It was MOVED by Ms. Coderre and seconded by Ms. MacDonald that Branch Refurbishments Monthly Update be received.

CARRIED

L05/19 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF
REQUIRING BOARD ACTION

Strategic Planning Response Document

The Strategic Planning Response Document was prepared to provide a conceptual overview of the LPL strategic planning model, review the development of the LPL Strategic Plan (2000), provide an update on each Strategic Priority and Strategic Intent, identify progress related to each and outline the next steps.

Discussion included the amount of funding over past five years from HRSDC, technology bandwidth, communications and outreach, staff development plan, automated collection management system, accountabilities and volunteer program.

It was MOVED by Mr. Griffith and seconded by Councillor Winner that the London Public Library Strategic Plan Status Report be received.

CARRIED

At 6:45 p.m., the Board entered in-camera session. At 8:26 p.m, the meeting resumed.

L05/19.1 Security Services (RFP 2005-01): Award of Contract

It was MOVED by Mr. Schlemmer and seconded by Ms. Coderre that the Library Board approve the Request for Proposal submitted by Commissionaires (Great Lakes) to provide on site security services to the London Public Library at its Central Library, for a three (3) year term with an option to renew for one (1) year at a cost of \$73,885.54 per annum.

CARRIED

L05/19.2 London Public Library Semi-Annual Report on Services, September -
December, 2004

It was MOVED by Ms. Coderre and seconded by Councillor Winner that the report on the London Public Library Semi-Annual Report on Services, September - December, 2004 be received.

CARRIED

L05/19.3 Holiday Hours - 2005/2006

The Holiday Hours have been discussed with the Union.

It was MOVED by Mr. Griffith and seconded by Mr. Schlemmer that the following Holiday Hours be approved:

Sunday, December 18 - CLOSED
Monday, December 19 - CENTRAL OPEN (BRANCHES CLOSED)
Tuesday, December 20 - OPEN
Wednesday, December 21 - OPEN
Thursday, December 22 - OPEN
Friday, December 23 - OPEN
Saturday, December 24 - OPEN 9 a.m. to 1 p.m.
Sunday, December 25 - CLOSED
Monday, December 26 - CLOSED
Tuesday, December 27 - CLOSED
Wednesday, December 28 - OPEN
Thursday, December 29 - OPEN
Friday, December 30 - OPEN
Saturday, December 31 - OPEN 9 a.m. to 1 p.m.
Sunday, January 1 - CLOSED
Monday, January 2 - CLOSED

CARRIED

L05/19.4 Intra-library Delivery System Vehicle Replacement

It was MOVED by Ms. Thorpe and seconded by Mr. Griffith that the report on Intra-library Delivery System Vehicle Replacement be received.

CARRIED

L05/19.5 Lasting Treasure Annual Appeal Report

An analysis and final report on the 2004 Lasting Treasure Annual Appeal was provided to the Board for their information.

It was MOVED by Ms. Thorpe and seconded by Ms. MacDonald that the report on Lasting Treasure Annual Appeal be received.

CARRIED

L05/19.6 Financial Management Systems (Part Two) - Establishment of the Excellence Fund

It was MOVED by Ms. Coderre and seconded by Mr. Griffith that the Financial Management Systems (Part Two) - Establishment of the Excellence Fund be received.

CARRIED

L05/19.7 Human Resources and Skills Development Canada Funding for Employment Resource Centres: Update

_____ It was MOVED by Ms. Coderre and seconded by Ms. MacDonald that the report on Human Resources and Skills Development Canada Funding for Employment Resource Centres: Update be received.

CARRIED

L05/20 CONSENT ITEMS

_____ It was MOVED by Mr. Schlemmer and seconded by Councillor Winner that the letter from Kevin Bain re: Boards and Commissions - Surpluses (February 22, 2005)

CARRIED

L05/20.1 2006 Budget Process

Mr. Irwin reported that the tentative target being set for boards and commissions for 2006 is 3%. On May 12, 2005, Administration will make a presentation to Council. This presentation will include: forecast, explanation of impact, vacancy management, three year budget forecast, operational review and flowthrough for the next three years.

L05/20.2 Chief Executive Officer Farewell

Board members thanked and wished Mr. Skidmore well in his new position. A farewell party for Mr. Skidmore will be held on April 20, 2005.

L05/21 REPORT ON MATTERS FROM THE EXECUTIVE SESSION

_____ Councillor Tranquilli reported that progress was made on three property matters, and a personnel and legal matter which will remain confidential.

_____ ON MOTION, the meeting adjourned at 9:00 p.m.

Chair

Secretary

