

**REGULAR MEETING**

October 26, 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 5:05 p.m. with the following present:

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

Administration: A. Becker, J. Bowerbank, S. Hubbard Krimmer, B. Irwin, B. Jessop and M. Mitchell;

Other Staff: John Scott; A. Neely;

Guests: C. Sprovieri, Students from the Faculty of Information and Media Studies at UWO;

Minutes taken by: J. White.

APOLOGIES - R. Caranci, G. Kehoulas

L05/52 WELCOME

Mr. Schlemmer welcomed Ms. Sprovieri and students from the Faculty of Information and Media Studies at the University of Western Ontario.

DISCLOSURES OF INTEREST - none

L05/53 CHANGES TO AND ADOPTION OF AGENDA

Mr. Griffith added an item about the Libraries For All program.

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

CARRIED

L05/54 APPROVAL OF MINUTES

It was MOVED by Ms. Coderre and seconded by Ms. Thorpe that the minutes of September 28 (L04/45-51) be approved.

CARRIED

L05/55 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

Libraries for All Program

Mr. Griffith offered congratulations to staff on the implementation of the Libraries for All Program, a joint program between London Public Library and Thames Valley Children's which enables people who cannot talk or have speech that is difficult to understand use the library more easily through communication boards.

L05.55.1 2005 Budget Monitoring

The Library estimates a break-even position for the year ending December 31, 2005. A number of factors will contribute to this position: vacancy management required to support the branch refurbishment program; extra funding for furniture and equipment to replace outdated, unsafe furniture and to upgrade public and staff ergonomics; collections are fully committed; cost of

energy continues to rise and several issues may impact operations in 2006 such as utilities, collective agreement, service levels, sick leave accrual and collections.

It was MOVED by Ms. Coderre and seconded by Mr. Griffith that the 2005 Budget Monitoring report be received.

CARRIED

L05/55.2 2006 Operating Budget - Collections Budget

In response to a request for information from the Committee of the Whole when discussing the budget targetting process, this report on the Collections Budget was prepared and is now being considered as part of the Library's budget submission.

It was MOVED by Councillor Winninger and seconded by Mr. Griffith that the 2006 Operating Budget - Collections Budget be received.

CARRIED

L05/55.3 Technology Plan Update

The Technology Plan Update provides the Board with information on technology strategic initiatives.

It was MOVED by Councillor Winninger and seconded by Mr. Griffith that the Technology Plan Update be received.

CARRIED

L05/55.4 Central Library Café - Update on RFI Process

Mr. Irwin provided Board members on the RFI process for the Central Library Café. He outlined the process-to-date and next steps. A recommendation will come to the Board meeting of November 30, 2005.

At 5:25 p.m., Ms. MacDonald entered the meeting.

It was MOVED by Ms. Coderre and seconded by Mr. Griffith that the report on the Central Library Café - Update on RFI Process be received.

CARRIED

L05/55.5 London Public Library Charter of Use

The London Public Library Charter of Use policy is an update to the Public and Staff Safety Policy from May, 2001. There are three components to this updated policy: Rules of Conduct; Unattended Children and Computer Access and Internet Use.

Board members asked for clarification under the "Scope" section of the proposed Unattended Children policy.

At 6:20 p.m., Councillor Tranquilli entered the meeting.

It was MOVED by Ms. Coderre and seconded by Councillor Winninger that the Charter of Library Use and the corresponding Rules of Conduct be approved as amended; and

that the Statement of Policy on Unattended Children be referred to the Committee for concordance.

CARRIED

L05/56

CONSENT ITEMS

It was MOVED by Mr. Griffith and seconded by Ms. Coderre that the following consent items be received:

Letter from Minister Meilleur regarding her visit to Sherwood Forest Branch. (September 22, 2005)

Letter to Councillor Tranquilli from Susan Traill, regarding the Friend of the Year Award for 2005. (October 3, 2005)

Overview of 2006 Budget Process.

CARRIED

It was MOVED by Mr. Griffith and seconded by Mr. Coderre that a letter be written from Councillor Tranquilli to Ms. Susan Traill regarding the Friend of the Year Award for 2005.

CARRIED

L05/56.1

Budget Presentation - Friends of the London Public Library

The Friends of London Public Library will be presenting a brief on behalf of the library on November 9<sup>th</sup>, 2005 at 2:45 p.m. in City Hall.

L05/57

REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Mr. Schlemmer reported that progress was made on a personnel matter which will remain confidential

L05/58

REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

Strategic Planning Discussion Working Paper

Ms. Becker explained that the Library's new Strategic Plan will take three to five years to implement and each year the Senior Team will identify priorities to focus on.

Board members discussed:

- it is important for the Library to take a leadership role in the Creative City process
- there is a real need for adult literacy
- technology dynamics must be addressed
- adaption to change
- an internal document versus a public communications piece

The draft Strategic Plan will be discussed again at the November 30, 2005 meeting.

It was MOVED by Ms. Coderre and seconded by Ms. Thorpe that the draft London Public Library Strategic Plan be adopted as a working paper benchmark and that this is the beginning point of the development of the final plan.

CARRIED

ON MOTION, the meeting adjourned at 8:15 p.m.

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Chair

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Secretary

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