

REGULAR MEETING

September 27, 2006

The regular meeting of the London Public Library Board was held on the above date in the Friends of the London Public Library Board Room at 5:37 p.m. with the following present:

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

Administration: A. Baker, A. Becker, B. Irwin, M. Mitchell, S. Hubbard Krimmer, B. Jessop and T. Travers;

Guests: C. Sprovieri, Students from the Faculty of Media and Information Studies, University of Western Ontario;

Minutes taken by: J. White.

APOLOGIES - P. Coderre, G. Kerhoulas

DISCLOSURES OF INTEREST - none

L06/33 CHANGES TO AND ADOPTION OF AGENDA

It was MOVED by Councillor Tranquilli and seconded by Ms. Thorpe that the agenda be adopted.

CARRIED

L06/34 APPROVAL OF MINUTES

It was MOVED by Ms. Thorpe and seconded by Ms. MacDonald that the minutes of June 28, 2006 (L06/28-L06/32.2) be approved.

CARRIED

L06/35 BUSINESS ARISING FROM THE MINUTES - none

L06/36 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

CEO Report

Ms. Becker provided information to the Board on the new Value Promise and the North London Branch.

It was MOVED by Councillor Tranquilli and seconded by Ms. MacDonald that CEO's report be received.

CARRIED

L06/36.1 Financial Update - Financial Statements to August 31, 2006

At 5:42 p.m., Mr. Griffith entered the meeting.

It was MOVED by Councillor Tranquilli and seconded by Ms. Thorpe that the Financial Statements to August 31, 2006 be received.

CARRIED

L06/36.2 Financial Update - 2007 Operating and Capital Budgets

At the March 29, 2006 meeting, the Board approved the 4.6% Operating Budget increase. A 3% budget increase is extremely difficult to achieve given the Library's Strategic Planning priorities and inflationary increases.

The Capital Renewal plan was discussed with regards to Landon, Carson and Lambeth branches.

At 5:50 p.m., Councillor Caranci entered the meeting.

It was MOVED by Councillor Winninger and seconded by Ms. Thorpe that the Financial Update Report - 2007 Operating and Capital Budgets be received.

CARRIED

L06/36.3 Financial Update - Financial Statements to August 31, 2006

The public portion of the meeting commenced early and Mr. Griffith arrived after this item had been discussed. Further discussion took place but no action was taken to amend the original motion.

Consultants' fees and legal expenses were discussed.

L06/36.4 Job Evaluation Update

Ms. Baker described the Job Evaluation process. Job Analysis will be completed to determine tasks and duties related to skill, effort, responsibility and working conditions. The JE Committee is composed of eight core members with equal representation from union and management. External consultants were hired on an as needed basis and provided advice, guidance and training to the Committee. Job rating will be completed in December, 2006. Recommendations will be brought forward to the Board in May, 2007.

It was MOVED by Councillor Tranquilli and seconded by Ms. MacDonald that the Job Evaluation Update be received.

CARRIED

L06/36.5 Technology Plan Update

Mr. Travers provided information on the following initiatives: graphical self check, upgraded catalogue, Metafind Implementation, e-books implementation, security system upgrade, and wireless access.

Wireless access will be offered at the main branch initially. The Library will offer limited bandwidth and usage will be monitored. Administration will investigate the possibility of partnering with Galleria tenants.

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

CARRIED

L06/36.6 Knowledge Ontario

In response to a query by Mr. Griffith, Administration will follow the Knowledge Ontario initiative very closely to be included in database evaluation, training and marketing and promotion.

L06/36.7 E-Newsletter Launch

London Public Library has launched a e-newsletter, called LPL Connections which will focus on books. This service will be officially launched during Ontario Public Library Week in October and there will be six e-newsletters: Business and Marketing, Mind and Body Fitness, Armchair Travel, Fiction A-Z, Mystery and Biography and Memoir.

At 6:35 p.m., Councillor Winninger left the meeting.

It was MOVED by Councillor Tranquilli and seconded by Ms. MacDonald that the report on the E-Newsletter Launch be received.

CARRIED

L06/36.8 Public Services Update

Ms. Hubbard Krimmer provided an update on the READ Program, the Summer Reading Program, and the new Teen Area at Central.

It was MOVED by Councillor Tranquilli and seconded by Mr. Griffith that the Public Services Update be received.

CARRIED

L06/36.9 Quality Management and Metrics Update

Ms. Mitchell updated the Board on a number of areas of activity related to quality management: Counting Options Customer Survey, Policy Development and Review, and Balanced Scorecard Metrics Report.

It was MOVED by Mr. Griffith and seconded by Mrs. MacDonald that the Quality Management and Metrics Update be received.

CARRIED

L06/36.10 Community Development and Fundraising Update

Mr. Irwin discussed provided information to the Board on the Every Kid a Card Campaign, Ontario Public Library Week events, Annual Booksale, the 2006/2007 Lasting Treasure Appeal Campaign and Friends Advocacy Activities.

It was MOVED by Councillor Tranquilli and seconded by Ms. Thorpe that the report on Community and Fund Development be received.

CARRIED

L06/36.11 Board Governance Policy Recommendations

The Public Library Act changed in 2003 and eliminated the requirement for representation from School Boards.

It was MOVED by Mr. Griffith and seconded by Ms. Thorpe that the Board Bylaw and the Governance Policies be discussed separately.

CARRIED

There was a discussion about the decreasing the representation from two to one from the Thames Valley District School Board.

It was MOVED by Ms. Thorpe and seconded by Councillor Tranquilli that the governance policies be deferred to the October 25th, 2006 Board meeting.

CARRIED

L06/37 NOTICE OF MOTION

Councillor Tranquilli advised that he will move or cause to be moved that the following Library Board composition be approved:

The Board shall consist of nine (9) members appointed by the Council of the Corporation of the City of London, hereinafter referred to as "the Council".

- a. three (3) members of the Municipal Council;
- b. one (1) person recommended by the Thames Valley District School Board;
- c. one (1) person recommended by the London District Catholic School Board;
- d. four (4) citizens-at-large

A special meeting of the Library Board will be held on October 2nd, 2006,

L06/37.1 Employee Recognition Event

It was MOVED by Ms. Thorpe and seconded by Councillor Tranquilli that an Employee Recognition Luncheon be held on Tuesday, October 24th, from 12 p.m. to 2 p.m. in the Stevenson Hunt Room A/B, Central Library and that a thank you letter be sent from the Board Chair to all employees being honoured, and further, that employee recognition no longer be a Board policy but an operational matter.

CARRIED

L06/38 CONSENT ITEMS

_____ It was MOVED by Councillor Tranquilli and seconded by Ms. Thorpe that the following consent item be approved:

Friends of the London Public Library, Minutes of June 6th and August 8th, 2006
Historic Sites Committee, Minutes of May 11th, 2006

CARRIED

ON MOTION, the meeting adjourned at 8:05 p.m.

Chair

Secretary

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