

REGULAR MEETING

May 19, 2011

A meeting of the London Public Library Board was held on the above date in the Friends of the Library Board Room, Central Library at 5:32 p.m. with the following present:

From the Board: J. Morgan (Chair), Councillor Brown, S. Courtice, G. Leckie, J. Lubell;

Senior Management: S. Hubbard Krimmer, A. Baker, N. Collister, E. Hobin, B. Jessop, C. Nurse, A. Thompson and M. Wilkinson;

Minutes taken by: J. White.

APOLOGIES - Councillor Branscombe, Ms. Nugent, Ms. Vachon.

DISCLOSURES OF INTEREST – none

L11/36 CHANGES TO AND ADOPTION OF AGENDA

Item 6A, Board Orientation: Service Excellence Model and Overview will be deferred to the June 23rd, 2011 meeting.

It was MOVED by Mr. Courtice and seconded by Ms. Leckie that the public and in-camera agenda be adopted as amended.

CARRIED

L11/37 APPROVAL OF MINUTES

It was MOVED by Mr. Courtice and seconded by Ms. Leckie that the minutes of April 28, 2011 (L11/25-L11/35) be approved.

CARRIED

L11/38 BUSINESS ARISING FROM THE MINUTES

The LPL Board trustee vacancy has now been posted on the City of London website.

L11/39 DELEGATIONS AND PRESENTATIONS – none

L11/40 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

Policy Review: Strategic Alliances Policy

It was MOVED by Ms. Lubell and seconded by Mr. Courtice that the *Strategic Alliances Policy* be approved with no revisions, as presented in Appendix 1, as part of its cyclical policy review process.

CARRIED

L11/40.1 Balanced Scorecard Metrics – 1st Quarter, 2011

Ms. Thompson provided an overview of the metrics for the first quarter of 2011. She highlighted the following: increased attendance and website visits, March Break programming, increased public catalogue use from home and increased wireless usage and holds. There was also discussion of holds placed versus holds picked up. There may be a need to strengthen the communication in the automated message when patrons are notified that their holds are available.

It was MOVED by Ms. Lubell and seconded by Mr. Courtice that the Balanced Score Card Report, 1st Quarter 2011, be received.

CARRIED

L11/40.2 2012 LPL Operating Budget Target and Guiding Principles

Councillor Brown provided information from budget discussions at the Committee of the Whole meeting on May 10, 2011.

Revenue generation ideas were discussed. The Library might perform a service for another organization or provide a specific type of needed meeting space. Future steps include identification of current and future revenue opportunities and preparation of business cases that provide future opportunities for the library to be a leader separate from the budget process.

It was MOVED by Mr. Courtice and seconded by Ms. Lubell that the development of the draft 2012 London Public Library Operating Budget be approved on the basis of the 1.5% amended target set by Committee of the Whole on May 10th, 2011, and;

that the following Guiding Principles for the development of the draft 2012 London Public Library Operating Budget be approved:

- Flat line, reduce costs and seek efficiencies wherever possible;
- Reallocate resources to cover areas of highest need (such as increases to fixed/mandatory costs);
- Seek revenue opportunities;
- Maintain quality service and collections *for* the public as LPL's top priority, although current service may have to be adjusted to align with the target;
- Endeavour to preserve and deploy staffing levels in order to meet community expectations and increased demand for services, LPL strategic priorities, and operational requirements; and
- Provide staff with ongoing training and professional development opportunities.
- Meet the challenge of continued demand in the current fiscal environment ;
- Commit to taking a "green" approach whenever possible.

CARRIED

L11/40.3 Financial Update – Financial Statements to April 30th, 2011

Ms. Jessop provided information on the financial statements to April 30, 2011. The heavy snowfall this past winter had an impact on the Facilities Services budget line.

It was MOVED by Ms. Leckie and seconded by Mr. Courtice that the Financial Update – Financial Statements to April 30th, 2011 be received.

CARRIED

L11/41 CONSENT ITEMS

It was MOVED by Councillor Brown and seconded by Ms. Lubell that the following consent items be received:

Events of Interest to Library Board Members
 Draft Agenda – June 23rd, 2011 @ Faculty of Information and Media Studies
 Letter from Urban League of London regarding Green Brick award. (May 2, 2011)

CARRIED

L11/42 INQUIRIES AND OTHER BUSINESS – none

At 6:55 p.m., the Board entered in-camera session. The meeting resumed at 6:56 p.m.

L11/43 OTHER BUSINESS

Ms. Hubbard Krimmer reported that the Manager, Fund Development position was advertised but very few applications were received. A consultant will be hired to prepare immediate and short term recommendations.

L11/44 REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Mr. Morgan reported that confidential minutes were approved.

ON MOTION, the meeting adjourned at 7:00 p.m.

Chair

Secretary