

REGULAR MEETING

April 22, 2010

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

From the Board: J. Morgan (Chair), J. Colwell, G. Leckie, S. MacDonald, J. Tilley and D. Winninger (later);

Senior Management: S. Hubbard Krimmer, N. Collister, B. Jessop, M. Mitchell, C. Nurse and A. Thompson

Other Staff: D. Medd, A. Neely, B. Rhoden;

Guests: I. Jeffreys, S. Racik, KPMG;

Minutes taken by: J. White

APOLOGIES - G. Barber, N. Branscombe, J. Lubell,

DISCLOSURES OF INTEREST – none

L10/25 CHANGES TO AND ADOPTION OF AGENDA/APPROVAL OF IN-CAMERA AGENDA

It was MOVED by Mr. Colwell and seconded by Ms. MacDonald that the public agenda be adopted.

CARRIED

It was MOVED by Mr. Colwell and seconded by Ms. MacDonald that the in-camera agenda be adopted.

CARRIED

L10/26 APPROVAL OF MINUTES

It was MOVED by Ms. Leckie and seconded by Mr. Colwell that the minutes of March 25th, 2010 (L10/17-L10/24) be approved.

CARRIED

L10/27 BUSINESS ARISING FROM THE MINUTES - none

L10/28 DELEGATIONS AND PRESENTATIONS

KPMG – 2009 Audited Financial Statements

Ms. Racik provided information to Board members on the 2009 changes because of Tangible Capital Assets reporting. A meeting will be held on Monday, April 26th regarding clarification of capital leases.

It was MOVED by Ms. Tilley and seconded by Ms. Leckie that the London Public Library Board 2009 Audited Financial Statements be approved subject to a meeting with KPMG on April 26th, 2010 to discuss and finalize the presentation of accounting for capital leases and to sign the Letter of Representation.

CARRIED

Mr. Morgan thanked Ms. Jessop, Mr. Medd and the entire Financial Services team for all their hard work.

L10/28.1 Presentation – Alastair Neely, Westmount Branch Library & Brian Rhoden, Crouch Branch Library

Mr. Neely provided information to Board members on staff and services at the Westmount Branch Library.

Mr. Rhoden provided information to Board members on services offered at the Crouch Branch Library.

L10/29 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

Collections Management Policy

This report presents revisions to the current *Collections Maintenance and Development Policy* (LS-06), established in 1988 with latest revision in 1998.

London Public Library (LPL) endeavours to provide relevant, accessible, high quality collections for the use and enjoyment of the public. The *Collections Management Policy* sets out:

- LPL collections management philosophy;
- Policy level protocols for the development and maintenance of LPL collections;
- Opportunities for members of the public to provide input; and
- Accountability for the management of LPL collections.

The following amendments were made:

- #10 change to “use regular materials, including people with”
- #11 change to “If requested, donor recognition will be made.”

It was clarified that “Intellectual Freedom” is included as a separate Means Policy.

Ms. Hubbard Krimmer recognized Ms. Wilkinson and Ms. Whitney for their work on the revised policy.

It was MOVED by Ms. Leckie and seconded by Mr. Colwell that the draft Collections Management Policy, as contained in Appendix 1 of this report, be approved as amended.

CARRIED

L10/29.1 2011 LPL Budget Guiding Principles

Ms. Hubbard Krimmer and Ms. Jessop met with City staff regarding the 2011 budget. City staff are currently in the process of preparing the projected targets.

At 6:30 p.m., Councillor Winninger entered the meeting.

Board members discussed the need for an additional guiding principle to address the maintenance of the scope and quality of the collections.

It was MOVED by Ms. MacDonald and seconded by Mr. Colwell that the Guiding Principles for the 2011 London Public Library budget be approved as amended:

- 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 to 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;
- Provide staff with ongoing training and professional development opportunities;
- Continue to strive to develop the depth and scope of the library's collection to ensure that it meets users' needs and expectations.

CARRIED

L10/29.2 Governance Task Force Response

It was MOVED by Ms. Leckie and seconded by Mr. Colwell that the response to Mr. Hopcroft regarding the Governance Task Force be received.

CARRIED

L10/30

CONSENT ITEMS

Ms. Nurse highlighted Earth Day events. The new Northeast Branch draft information brochure was distributed. The Human Library Event is being held on Saturday, April 24th, 2010.

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

Events of Interest to Library Board Members

Draft Agenda - May 27, 2010

Historic Sites Minutes – February 3, 2010

Letter from C. Saunders regarding 2010 Operating Budget approval. (March 3, 2010)

Service Based Budget Format – 2011 and Beyond.

CARRIED

L10/31

INQUIRIES AND OTHER BUSINESS - none

At 6:51 p.m., the Board entered in-camera session and resumed public session at 6:52 p.m.

L10/32

REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Mr. Morgan reported that in-camera minutes were approved which will remain confidential.

ON MOTION, the meeting adjourned at 6:53 p.m.

Chair

Secretary