

REGULAR MEETING

January 13, 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 Bransombe, Councillor Brown, S. Courtice, G. Leckie, J. Lubell, Councillor Swan (later);

Senior Management: S. Hubbard Krimmer, A. Baker, N. Collister B. Kinchlea, B. Jessop, M. Mitchell, C. Nurse, A. Thompson, T. Travers, M. Wilkinson;

Other Staff: A. McCallum, R. Verhulst;

Guests: T. Nugent; D. Vachon; P. Maloney, London Free Press; P. McLeod, G. Barber;

Minutes taken by: J. White.

APOLOGIES -

DISCLOSURES OF INTEREST – none

L11/01 CHANGES TO AND ADOPTION OF AGENDA

It was suggested that the order of the agenda be amended; consent items to be discussed before reports. As well, an in-camera session was added immediately following the adoption of these agendas.

It was MOVED by Councillor Brown and seconded by Mr. Courtice that the public and in-camera agendas be adopted as amended.

CARRIED

At 5:37 p.m., the meeting entered in-camera session and resumed at 5:50 p.m.

L11/02 REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Mr. Morgan stated that a report on management wage levels was received.

L11/03 APPROVAL OF MINUTES

It was MOVED by Councillor Brown and seconded by Ms. Leckie that the minutes of December 16, 2010 (L10/85-L10/94) be approved.

CARRIED

L11/04 BUSINESS ARISING FROM THE MINUTES – none

L11/05 DELEGATIONS AND PRESENTATIONS – none

L11/06 CONSENT ITEMS

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

Letter from C. Saunders regarding External Audit Services.
(November 2, 2010)

Letter from C. Saunders regarding draft 2011 Budgets.
(December 21, 2010)

CARRIED

L11/07 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

LPL Financial Management and 2011 Operating Budget

Ms. Hubbard Krimmer provided a detailed overview of the LPL budget process.

Councillor Swan entered the meeting at 6:20 p.m.

The Library Board discussed next steps in the budget process.

In response to the following Municipal Council direction of December 20, 2010 that:

“All civic boards, commissions and agencies BE REQUESTED to bring forward a list of salary and wage savings, vacancy management savings and potential cuts to services with 2011-2015 budget impacts and service implications”

The London Public Library will bring forward the following list of potential savings and cuts, recognizing that the Library Board is not recommending these actions given their impact on services and operations; rather, the Library Board is providing information about the actions it would need to take to reduce its budget by \$190,000 as part of the 2011 operating budget process:

- Utilities cost reduction - \$40,000
- Vacancy management - \$45,000
- Elimination of “Sunday Service” - \$30,000
- Close Glanworth Branch - \$10,000
- Reduce collections budget - \$50,000
- Salaries – management wage freeze - \$15,000.

The London Public Library Board will submit an accompanying letter to London City Council stating that:

- The Library Board understands the fiscal environment and the task before Council and is willing to do its part to support the efforts;
- LPL provides services that are highly valued by the community as shown by the ongoing high use of services and positive public feedback;
- LPL has been successful in saving money, time and resources, while making a difference in the community through the provision of relevant, accessible and high quality library services, by
 - Continually implementing cost avoidance, cost containment and cost cutting measures in order to balance available resources with the provision of relevant, accessible, high quality library service and to meet community needs and expectations;
 - Adopting a “continuous improvement” strategy to ensure that all operations are effective and efficient and are able to support service demand;
 - Leveraging technology processes to save time and resources and to improve the customer service experience;
- LPL implemented various actions, including wage management, service cuts and other reductions, in order to meet 2009 and 2010 budget targets;
- LPL’s 2011 operating budget need was over 6% and reductions were part of meeting the 4.3% target;
- The 2011 operating budget need includes funding for the Stoney Creek Branch that came out of the City of London 10 year capital plan in recognition of growth occurring in the north part of the city.

The letter will also request that London Public Library’s needs be considered should there be a surplus at the end of the year and that, specifically, money be provided to add back into the collections budget.

Administration will work with City of London Finance to provide the requested information including the list of potential savings and cuts with the impact and service implications.

On behalf of the Library Board, Mr. Morgan extended appreciation to Senior Team for their work on the 2011 budget.

L11/07.1 Composition of the London Public Library Board: Amendments to By-law A.-6039-645

As a next step, following Council's adoption of recommendations in the *Final Report of the Governance Task Force Report* (May 2009), the London Public Library Board requests that:

Municipal Council of the Corporation of the City of London enact the following amendments to the by-law (By-law No. A.-6039-645) respecting the composition of the London Public Library Board, in that

The London Public Library Board shall be composed of nine (9) members to be appointed by the Municipal Council:

- (a) two (2) members of the Municipal Council; and
- (b) seven (7) citizens-at-large.

Furthermore, the London Public Library Board requests that these amendments be made, not only in anticipation of 2014 appointments, but as expeditiously as possible in order to ensure that if vacancies occur during the current term of the Board, they can be managed under the terms of the amended by-law.

It was MOVED by Councillor Branscombe and seconded by Ms. Leckie that the communiqué to Members of Municipal Council, found in Appendix A, requesting amendments to by-law A.-6039-645, respecting the composition of the London Public Library Board be approved.

CARRIED

L11/08 INQUIRIES AND OTHER BUSINESS – none

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

Chair

Secretary