

**REGULAR MEETING**

May 31, 2006

The regular meeting of the London Public Library Board was held on the above date at the East London Branch Library at 5:40 p.m. with the following present:

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

Administration: A. Becker, B. Irwin, B. Kinchlea and M. Mitchell;

Other Staff: D. Mitchell;

Minutes taken by: J. White.

APOLOGIES - G. Kerhoulas

In Mr. Schlemmer's and Ms. MacDonald's absence, Councillor Tranquilli chaired the meeting until their arrival.

DISCLOSURES OF INTEREST - none

L06/24 CHANGES TO AND ADOPTION OF AGENDA

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

CARRIED

L06/25 APPROVAL OF MINUTES

It was MOVED by Councillor Winninger and seconded by Ms. Thorpe that the minutes of April 26, 2006 (L06/18-L06/23) be approved.

CARRIED

L06/26 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

Intranet Demonstration - LIBBI

Ms. Kinchlea and Mr. Mitchell provided Board members with a demonstration of LIBBI, the new intranet for London Public Library. This will enhance the Library's internal communication system.

At 6:55 p.m., Mr. Schlemmer entered the meeting.

The Board discussed how they would know when a strategic goal had been achieved. It was clarified that there is an evaluation process in place which is capable of logging the number of intranet hits. A link also exists between customer service surveys and the performance management system.

Board members thanked Ms. Kinchlea and Mr. Mitchell for their presentation.

L06/26.1 Community Development and Fundraising - Update

Mr. Irwin highlighted current and past activities, such as roundtable meetings to support the community hub effort, community mapping and the London International Children's Festival.

It was MOVED by Councillor Tranquilli and seconded by Ms. Coderre that the report on Community Development and Fundraising - Update.

CARRIED

L06/26.2 Fund Development - Quarterly Report

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Mr. Irwin provided information on the 2005 Lasting Treasure Appeal campaign, direct mail campaigns, the Spring direct mail campaign and the Mayor's Roast. There was discussion concerning revenue dollars from fundraising and operating dollars from the City. It was clarified that this funding is directed at value-added services, not core programs.

It was MOVED by Mrs. MacDonald and seconded by Mr. Griffith that the report on Fund Development - Quarterly Report be received.

CARRIED

L06/26.3 Revenue Development - Quarterly Report

The Revenue Development report detailed activity-to-date at the Reading Grounds Café, the 2006 revenue development target and revenue activity.

The Cafe predicts total annual sales of \$300,000 in the first year of operation.

It was clarified that the London Public Library Trust Funds have been audited.

It was MOVED by Councillor Caranci and seconded by Councillor Winger that the report on Revenue Development - Quarterly Report be received.

CARRIED

L06/26.4 Balanced Scorecard Metrics

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Ms. Mitchell reported that the quarterly report will be available at the June Board meeting. Thirty-five key metrics have now been identified.

Discussion included the customer service survey and the streamlining of internal processes, the number of web visits, e-letters to announce programs and upcoming events, and the number of registered cardholders.

It was MOVED by Councillor Tranquilli and seconded by Mrs. MacDonald that the report on Balanced Scorecard Metrics be received.

CARRIED

L06/27 CONSENT ITEMS

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It was MOVED by Mr. Griffith and seconded by Councillor Tranquilli that the following consent items be approved:

Friends of the London Public Library, April 4, 2006

Letter from Caroline Di Cocco, Minister of Culture regarding new initiatives. (April 18<sup>th</sup>, 2006)

Letter from Kevin Bain regarding a proposed multi-purpose recreation facility to serve the north end of the City. (May 2, 2006)

Letter from Kevin Bain regarding budget target for London Public Library. (May 2, 2006)

Historic Sites Committee, March 9, 2006

CARRIED

L06/27.1 Friends of the London Public Library

There will be an open house at Central Library for all municipal election candidates. The Urban League will be organizing all-candidates meetings throughout the City. A package will be sent to every potential candidate regarding the respective library in their ward.

ON MOTION, the meeting adjourned at 7:20 p.m.

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Chair

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Secretary

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