

**REGULAR MEETING**

October 25, 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 5:51 p.m. with the following present:

From the Board J. Schlemmer (Chair), R. Caranci, P. Coderre, P. Griffith, G. Kerhoulas, F. Tranquilli and D. Winner;

Administration: A. Baker, A. Becker, M. Mitchell and S. Hubbard Krimmer;

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

Minutes taken by: J. White.

APOLOGIES - S. MacDonald, W. Thorpe

DISCLOSURES OF INTEREST - none

L06/39 CHANGES TO AND ADOPTION OF AGENDA

It was MOVED by Councillor Tranquilli and seconded by Mr. Kerhoulas that the agenda be adopted.

CARRIED

L06/40 APPROVAL OF MINUTES

It was MOVED by Councillor Tranquilli and seconded by Mr. Kerhoulas that the minutes of September 27, 2006 (L06/33-L06/38) and October 2, 2006 (L06/39-L06/40) be approved.

CARRIED

L06/41 BUSINESS ARISING FROM THE MINUTES - none

L06/42 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

Board Governance Policies: Means Policies

It was MOVED by Ms. Coderre and seconded by Mr. Kerhoulas that Board Governance Policies: Means Policies be received and that Senior Management be directed to prepare Means Policies listed in Chart 1 of the report dated October 25, 2006.

CARRIED

L06/42.1 Board Bylaw and Governance Policies

It was MOVED by Councillor Tranquilli and seconded by Councillor Winner that clause 4.6, section c) be amended as follows:

Confidential **personal** matters, such as matters about an identifiable individual,

CARRIED

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Board members discussed in-camera and public session meetings. Administrative practices should be adjusted as follows:

- a) Confidential agenda items (for example: personal, property or legal) will be listed as the first item on the public agenda.
- b) The Board meeting will commence in public session and Board members will be asked for their agreement with the in-camera agenda.
- c) In-camera items include: request for personal information coming from an individual, security of board property, litigation or potential litigation.

It was MOVED by Mr. Kerhoulas and seconded by Mr. Griffith that at the end of each Library Board meeting, the Chair report on any matters from the executive session at the end of the public portion of the meeting.

CARRIED

It was MOVED by Mr. Griffith and seconded by Councillor Tranquilli that clause 5.1 be amended as follows:

*Minutes of the previous regular meeting and special meetings shall be delivered to the member's designated address or by email at least **72** hours prior to the meeting.*

CARRIED

It was MOVED by Councillor Caranci and seconded by Mr. Griffith that the Library Board approve the amended governance policies found in Appendices 1 and 2 of the report dated September 27, 2006.

CARRIED

#### L06/42.2 Community and Fund Development

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Ms. Becker outlined various events happening at London Public Library. The Every Kid a Card Campaign was very successful and exceeded the goal of 4,000 participants. At the end of the campaign, a draw was held for two computers, a MP3 player and digital camera.

A benefit gala for Chris Doty will be held on November 29<sup>th</sup>, 2006 at the Wolf Hall. Proceeds will go towards an annual bursary to support local artists in their efforts to tell London's story through artistic impression.

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

CARRIED

#### L06/42.3 Financial Update Report - 2007 Operating Budget

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Based upon a preliminary review of the Library's 2007 draft budget, the City's Financial Planning and Policy staff have recommended that the budget reflect a 3% increase over 2006 and the remaining 1.6% increase be presented as a Service Growth Business case.

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It was MOVED by Ms. Coderre and seconded by Mr. Kerhoulas that the Financial Update report - 2007 Operating Budget be received.

CARRIED

L06/42.4 Customer Satisfaction Survey Update

\_\_\_\_\_ The new Customer Satisfaction Survey was launched during Ontario Public Library Week. Unlike traditional surveys, this survey runs continuously and respondents are self-selected. This will provide the Library with feedback and insight on how we are doing and what we need to improve.

It was MOVED by Councillor Tranquilli and seconded by Ms. Coderre that the report on the Customer Satisfaction Survey Update be received.

CARRIED

L06/42.5 Honourable James K. Bartleman, Lieutenant Governor of Ontario

\_\_\_\_\_ The Honourable James K. Bartleman, Lieutenant Governor of Ontario, will be visiting London Public Library on Tuesday, October 31st, from 11:30 a.m. to 1:00 p.m. in his role as an Honorary Patron of the 'Telling Our Stories' Contest. A long-time champion of literacy initiatives, the Lieutenant Governor will be lending his support to Telling Our Stories in a variety of ways, including his participation in the Opening Launch of the contest on October 16, visits to several public libraries across Ontario during the contest period, and attending at the Winners Reception in January 2007 to present prizes to the contest winners.

He will also be participating in a conversation circle which will focus on the question "How do we engage the community in the issue of Literacy?"

L06/43 CONSENT ITEMS

\_\_\_\_\_ It was MOVED by Councillor Tranquilli and seconded by Ms. Coderre that the following consent item be approved:

Friends of the London Public Library, September 5, 2006

CARRIED

L06/44 INQUIRIES AND OTHER BUSINESS

\_\_\_\_\_ Landon Branch Library

Ms. Becker advised Board members of a tragic event that happened at the Landon Branch Library on Friday, October 20, 2006. Mr. Everett Smith fell down the stairs and passed away later at the hospital.

L06/45 REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Mr. Schlemmer reported that a personnel matter was discussed which will remain confidential.

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

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Chair

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Secretary



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