

REGULAR MEETING

March 26, 2009

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

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

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

Other Staff: J. Brandl, D. Caloren;

Guests: D. Menard, S. O'Neill, M. Queale, C. Sprovieri, Friends of the London Public Library, Lynne Livingstone, Child and Youth Network; Students from the MLIS Program, UWO;

Minutes taken by: J. White

APOLOGIES - none

DISCLOSURES OF INTEREST – none

L09/14 CHANGES TO AND ADOPTION OF AGENDA/APPROVAL OF IN-CAMERA AGENDA

It was MOVED by Ms. Tilley and seconded by Controller Barber that the public agenda be adopted.

CARRIED

It was MOVED by Ms. Leckie and seconded by Ms. Lubell that the in-camera agenda be adopted.

CARRIED

L09/15 APPROVAL OF MINUTES

It was MOVED by Controller Barber and seconded by Councillor Branscombe that the minutes of February 26, 2009 (L09/07-L09/13) be approved.

CARRIED

L09/16 BUSINESS ARISING FROM THE MINUTES – none

DELEGATIONS AND PRESENTATIONSFriends of the London Public Library

Ms. Sprovieri introduced Ms. O'Neill, Mr. Menard and Mr. Queale. She presented a cheque to the Library for \$85,800 for value-added services which will help enrich the community. This represents hundreds of volunteers who support the library, advocate and love their library. She also thanked Controller Barber who is the Board liaison on the Friends Executive and Ms. Mitchell who is a Senior Team representative on the Friends Executive.

Councillor Winner thanked the Friends for their generous contribution.

It was MOVED by Controller Barber and seconded by Ms. Lubell that the donation of \$85,800 from the Friends of the London Public Library be allocated as outlined as follows in Appendix 1 of this report:

Item	Funding Allocation
<p>R.E.A.D. Program Support The newly expanded R.E.A.D. program is now being operated at seven Library locations to provide one-on-one reading assistance to children from 7 to 12 years of age. A temporary, part-time Literacy Facilitator was hired in 2008 on a 2-year contract to support the work done at 3 of the 7 locations. Funds are required to maintain support of this position for the 2nd year of this position. In addition, the Literacy Facilitators who coordinate the program and the volunteers who work with these children require a collection of beginning readers, workbooks, games and other reading-related materials to support their work.</p>	<p>\$10,000 \$2,800</p>
<p>TD Summer Reading Club The TD Summer Reading Club continues to be one of most successful and engaging programs that we offer for children of all ages. We build our program around a nationwide theme adding many elements designed to foster a love of reading, to encourage children of all ages to read and use the library throughout the summer, to act as a reading bridge between school years, to be flexible enough to be tailored to meet the needs of individual locations, and to be fun. In 2008, we had 5371 children register for the program with 19,057 books read and 8,113 book reports written. The Friends' donation for the last several years has allowed us to provide many of the enhancements to the program such as reading incentives, laminated game boards, collections and outreach supplies. The Friends' donation will be acknowledged in all publicity.</p>	<p>\$7,000</p>

Item	Funding Allocation
<p>Summer READ, Teen Extreme Reading Machine Each year the Library applies for government funding to hire summer interns to assist with the Summer Reading Program, Summer READ, Teen Extreme Reading Machine and other literacy programs for hundreds of children during the summer months. The Friends' donation will provide matching funds for this initiative.</p>	\$16,000
<p>Book and CD literacy kits (CD Read-alongs) Book and audiocassette kits have been very popular with students and with literacy and ESL customers who improve their reading and pronunciation skills by combining reading with listening to unabridged versions of the text. Usage has dropped off in the last 3 years because the audiocassette format is outdated. Funding is required to replace the previously well-used book and audiocassette kits with book and CD kits. Estimated cost: 55 titles x 11 locations x approx. \$50 per kit = \$30,000</p>	\$30,000
<p>Bags for Visiting Library Services Visiting Library Services enables over 1,000 shut-ins to continue to enjoy reading and listening to library materials. Currently plastic bags are used to transport materials and they are only usable for one or two trips. Canvas bags are environmentally friendly (lasting up to five years) and are made locally.</p>	\$10,000
<p>Rotary Reading Garden Support The Friends' donation will enable the Library to continue to contract professional landscape maintenance services for the Reading Garden and expand these services to other branch locations. East London is identified as a location needing some basic gardening support.</p>	\$10,000
<p>Sub –Total for April 2009</p>	\$85,800

CARRIED

L09/17.1 Lynne Livingstone, Child and Youth Network

Ms. Livingstone presented information to the Board members on the Child and Youth Network. There is currently a 3-year action plan with defined strategies with specific outcomes for the priority issues of poverty, literacy, obesity and inactivity and for creating a family-centered service system. Ms. Hubbard Krimmer thanked Ms. Livingstone for her presentation.

It was MOVED by Councillor Branscombe and seconded by Ms. Lubell that the verbal report on the Child and Youth Network by Ms. Livingstone be received.

CARRIED

L09/17.2 Presentations – Central 2nd Floor

David Caloren, Supervisor, Central 2nd Floor provided information to Board members and outlined services offered. He highlighted the new settlement worker program as being very successful.

It was MOVED by Ms. MacDonald and seconded by Mr. Morgan that the verbal report from Mr. Caloren be received.

CARRIED

L09/18 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

OADA Employment Standards – Verbal Update

Ms. Baker reported on meetings she has attended to discuss proposed employment standards. Stakeholder feedback sessions have been attended by people with disabilities.

It was MOVED by Councillor Branscombe and seconded by Mr. Morgan that the verbal report from Ms. Baker on OADA Employment Standards be received.

CARRIED

L09/18.1 Balanced Score Card Report, 4th Quarter, 2008

At 6:45 p.m., Mr. Colwell entered the meeting.

It was MOVED by Controller Barber and seconded by Councillor Branscombe that the report, Balanced Score Card Report, 4th Quarter, 2008, be received.

CARRIED

L09/18.2 RFP 2009-01 - Security Services, London Public Library

It was MOVED by Ms. Leckie and seconded by Ms. MacDonald that the Request for Proposal submitted by COMMISSIONAIRES to provide on-site security services to the London Public Library for a three (3) year term, at an estimated cost of \$125,000 for year one, based on the COMMISSIONAIRES quoted hourly billing rates be approved.

CARRIED

L09/18.3 Hours of Service – 2009

It was MOVED by Ms. MacDonald and seconded by Councillor Branscombe that the following London Public Library (LPL) Hours of Service Closures be approved for the period of April 2009 through January 2010:

Friday, April 10th – Good Friday
Monday, April 13th – Easter Monday
Monday, May 18th – Victoria Day
Wednesday, July 1st – Canada Day
Monday, August 3rd – Civic Holiday
Monday, September 7th – Labour Day
Monday, October 12th – Thanksgiving
Friday, November 27th – Staff Development Day
Thursday, December 24th - close 12:30 p.m. – Christmas Eve
(All locations, except Glanworth, open 9:00 a.m. – 12:30 p.m.)
Friday, December 25th – Christmas Day
Saturday, December 26th – Boxing Day
Thursday, December 31st - close 12:30 p.m. - New Year's Eve
All locations, except Glanworth, open 9:00 a.m. – 12:30 p.m.
Friday, January 1st, 2010 – New Year's Day

CARRIED

It was MOVED by Ms. MacDonald and seconded by Councillor Branscombe that the following LPL Sunday Service Hours of Service be approved:

Sunday, October 18th – Sunday November 29th – 1:00 – 5:00 p.m.
(Note: Sunday Service would commence again on Sunday, January 10, 2010.

Sunday Service for the period January 11th to Sunday, May 3rd, 2009 (except Sunday, April 12th, 2009) was approved by the Library Board in 2008.

CARRIED

L09/18.4 Planning: Library Board 2009 Annual Agenda

Board members asked that this report be updated regularly and be made available electronically.

It was MOVED by Controller Barber and seconded by Ms. Lubell that the report, Planning: Library Board 2009 Annual Agenda, be approved.

CARRIED

L09/18.5 CEO Performance Appraisal Ad Hoc Committee

It was MOVED by Controller Barber and seconded by Ms. Lubell that an Ad Hoc Committee of the Library Board (composed of Councillor Winninger, Ms. Lubell and Mr. Colwell) be formed to:

- Review and update the existing Chief Executive Officer Performance Appraisal/Evaluation Policy, including Process and Procedures; and
- Conduct the appraisal process.

CARRIED

L09/19 CONSENT ITEMS

Books 2 Eat Event

The Books 2 Eat Event is on April 3, 2009 and tickets are \$25 each.

Volunteer Appreciation Event

The Library's annual Volunteer Appreciation Event is scheduled for April 25th from 1-2 p.m.

It was MOVED by Ms. Tilley and seconded by Ms. Leckie that the following consent items be received:

Events of Interest to Library Board Members
Press Clippings

CARRIED

It was MOVED by Ms. Barber and seconded by Councillor Branscombe that the draft Agenda for the April meeting be received.

CARRIED

It was MOVED by Mr. Colwell and seconded by Mr. Morgan that the following consent items be received:

Letter from K. Bain regarding the LPL 2009 Operating Budget Appropriation. (February 26, 2009)

Letter from K. Bain regarding unionized personnel costs. (February 26, 2009)

Letter from K. Bain regarding non-unionized personnel costs. (February 26, 2009)

Letter from K. Bain regarding Employment Resource Centres. (March 10, 2009)

Letter from Steve Peters, MPP, Elgin-Middlesex-London regarding Employment Resource Centres. (March 6, 2009)

CARRIED

At 7:15 p.m, the meeting entered in-camera session and at 7:41 p.m., the meeting resumed.

L09/20

REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Ratification of Collective Agreement

It was MOVED by Ms. Leckie and seconded by Ms. MacDonald that the proposed agreement reached March 3, 2009 between the London Public Library and the Canadian Union of Public Employees Local 217 be ratified.

CARRIED

ON MOTION, the meeting adjourned at 7:42 p.m.

Chair

Secretary