

REGULAR MEETING

November 19, 2008

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 5:35 p.m. with the following present:

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

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

Guests: P. Griffith, S. Trosow;

Minutes taken by: J. White

APOLOGIES – J. Lubell, S. MacDonald

DISCLOSURES OF INTEREST – none

L08/51 CHANGES TO AND ADOPTION OF AGENDA/APPROVAL OF IN-CAMERA AGENDA

It was MOVED by Councillor Branscombe and seconded by Controller Barber that the report, Tender – Cleaning of Central and Branch Libraries, be deferred to the December Board meeting.

CARRIED

It was MOVED by Councillor Branscombe and seconded by Controller Barber that the public agenda be adopted as amended.

CARRIED

An additional item, disposition of property, was added to the in-camera agenda.

It was MOVED by Controller Barber and seconded by Mr. Colwell that the in-camera agenda be adopted as amended.

CARRIED

L08/52 WELCOME

Ms. Gloria Leckie was welcomed to the London Public Library Board.

L08/53 APPROVAL OF MINUTES

It was MOVED by Mr. Colwell and seconded by Controller Barber that the minutes of October 15, 2008 (L08/45-L08/50) be approved.

CARRIED

L08/54 BUSINESS ARISING FROM THE MINUTES

Library Board Response to Governance Task Force

Controller Barber reported that the Governance Task Force passed a motion to refer the issue of appointments of Boards/Commissions to City Council with suggested guidelines including fewer councillors with increased rotation and an increased emphasis on community representation.

Motion of Which Notice Has Been Given

It was MOVED by Mr. Morgan and seconded by Controller Barber that the following amendment be made to the Board Bylaws, Section 4.3 Annual Meeting, paragraph 3:

At the time appointed for the meeting, the CEO/Secretary Treasurer, shall call the Board to order and read the names of the members appointed. The CEO/Secretary-Treasurer shall act as Chair pro tem for the election of the Chair for the current year and shall call for nominations. Nominations shall be made with no seconder required. Nominations shall be closed by motion made and seconded.

The election of the Chair requires "a majority vote" which is defined as "votes cast by fifty percent plus one of members present".

- (a) If only one member has been nominated that member shall be declared elected.
- (b) If more than one member has been nominated, the Chair shall be elected by secret ballot. The member receiving a majority vote shall be declared elected by the CEO/Secretary Treasurer but the count shall not be disclosed.
- (c) Should no member receive a majority vote, the CEO/Secretary-Treasurer shall so declare and balloting shall proceed until a Chair is elected, with a majority vote, or after three consecutive ties, the names of the members nominated shall be placed in a container and one name of one member shall be drawn, who shall be declared elected.
- (d) If two or more members have been nominated and have received votes, but not a majority vote, then prior to the next balloting the name of the member with the least number of votes shall be removed from the ballot, and voting shall continue as in section (c); names of members who have not received any votes are also removed.
- (e) If two or more members have been nominated and have received votes, but no member has received a majority vote, and there is a tie amongst some but not all of those members receiving votes, then voting continues until a Chair is elected, with a majority vote, or, after three consecutive ties, then the names of the members with the tied votes are placed in a container and the name of one member drawn to remain on the ballot. Voting then continues until a Chair is elected as per section (c).

CARRIED

It was MOVED by Councillor Branscombe and seconded by Ms. Leckie that the following change be made to the Board Bylaws, Section 4.7 Notification of Meetings:

Notices of regular meetings shall be in writing or by email and shall be mailed or delivered to the address of each member **one week** prior to the meeting.

CARRIED

L08/56 NOTICE OF MOTION

Councillor Branscombe will move or cause to be moved that the Board meetings will be held on the 4<sup>th</sup> Thursday of each month, excluding December (which will be held on the 3<sup>rd</sup> Thursday) and the summer months of July and August.

L08/57 REPORTS FROM COMMITTEES, MEMBERS, AND STAFF REQUIRING BOARD ACTION

LPL Internet Service: Policy

Under "Scope", the third bullet should read "dialogue" not dialog.

It was MOVED by Councillor Branscombe and seconded by Mr. Morgan that the *LPL Computer Use and Internet Access Policy*, November 21, 2007, be replaced by the following policies:

- *LPL Internet Service Policy* (See Appendix 1 of this report)
- *LPL Computer Use Policy* (to be brought to the Library Board for approval in January, 2009).

and, that the following be included in this report:

- Assumptions and Guiding Principles for London Public Library (LPL) Internet Service;
- *LPL Internet Service Policy*; and
- *LPL Internet Service Action Plan*.

and, that the LPL Internet Service Policy be reviewed annually by the Library Board or at such time within the annual framework as may be necessary.

CARRIED

L08/57.1 Internet Service Research Report: Open Source Filtering

This report on open source filtering provided the Board with information, resource and cost requirements. There was discussion regarding the viability of this option and the expertise required. A review of filtering software will continue.

It was MOVED by Mr. Morgan and seconded by Councillor Branscombe that the report, Internet Service Research Report: Open Source Filtering, along with Appendices 1 and 2, be received.

CARRIED

L08/57.2 Delegations and Public Participation Policy

During the summer, the Ad Hoc Delegation Policy Committee met and reviewed best practices, set assumptions and guidelines and created a draft policy. The Library Board approved the policy in principle on September 17, 2008. Community input was sought and sixty-eight agencies and individuals were contacted.

Under 1.3, the sentence should be amended as follows: . . . resolution of the issue *or for* further review.

In the FAQ, under "What should I do at a Library Board meeting?", bullet #2, the sentence should read "You will have *up to* five minutes for your presentation". The second sentence will be deleted.

It was MOVED by Mr. Colwell and seconded by Ms. Leckie that the draft London Public Library Board (LPL) *Delegations and Public Participation Policy* be approved.

CARRIED

L08/57.3 Tender – Cleaning of Branch and Central Libraries

This matter was referred to Administration for investigation and follow-up.

It was MOVED by Councillor Branscombe and seconded by Controller Barber that the report, Tender – Cleaning of Central and Branch Libraries be deferred to the December Board meeting.

CARRIED

L08/57.4 Ontario Public Library Week – Review

Ms. Nurse outlined the various events held during Ontario Public Library Week.

It was MOVED by Councillor Branscombe and seconded by Ms. Tilley that the report, Ontario Public Library Week – Review, be received.

CARRIED

L08/57.5 Western Fair Association – Josh Morgan

Mr. Morgan announced that he has been elected a Fair Director and provided information on the Western Fair Association. The Library is one of sixty-eight civic groups involved and the Association wants a better connection with these membership groups.

It was MOVED by Controller Barber and seconded by Councillor Branscombe that the report on the Western Fair Association be received.

CARRIED

L08/57.6 Federation of Ontario Public Libraries – Advocacy

Ms. Tilley provided an update of the last SOLS Trustees meeting which David Allen, CEO of FOPL, attended. At the meeting, he spoke of FOPL's key role in promoting advocacy.

It was MOVED by Mr. Morgan and seconded by Councillor Branscombe that the report, Federation of Ontario Public Libraries – Advocacy, be received.

CARRIED

L08/57.7 Date for Library Board Planning Session

A date for a Board Planning Session will be selected at the December Board meeting.

L08/57.8 Corporate Kilometrage Rate

It was MOVED by Mr. Colwell and seconded by Controller Barber that the Corporate Kilometrage Rate be increased to .45 cents/kilometre effective November 20, 2008.

CARRIED

L08/58 CONSENT ITEMS

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

Events of Interest to Library Board Members  
Press Clippings  
Draft Agenda for December meeting  
Correspondence from Kevin Bain regarding Library Board appointment.  
(October 21, 2008)

CARRIED

L08/58.1 Staff Development Day – November 7, 2008

Ms. Hubbard Krimmer thanked Controller Barber for bringing greetings from the Board and the City of London at the Staff Development Day.

L08/58.2 Friends of the London Public Library Annual Booksale

This year, the Booksale was well attended and the Library Board congratulated the Friends of the London Public Library for organizing another successful annual event.

At 6:40 p.m., the Board entered in-camera session. The meeting resumed at 7:25 p.m.

L08/58.3 East London Community Pool

Councillor Bill Armstrong has expressed interest in having a community pool at the east end of the City, possibly at the East London Branch. Administration will seek information and follow up with appropriate City staff. A report will be prepared for the Library Board at a later date containing further information and proposed options.

L08/59 REPORT ON MATTERS FROM THE EXECUTIVE SESSION

Councillor Winninger reported that progress was made on legal and property matters.

ON MOTION, the meeting adjourned 7:26 p.m.

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Chair

\_\_\_\_\_  
Secretary