

**Fort Frances Public Library Technology Centre
Board Minutes
January 2015**

The meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, January 21st 2015 at 3:30 P.M.

In attendance were: Andrew Hallikas, Robert Schulz, Sheri De Gagné, Kerry Zucchiatti, Robin Dennis (via Skype), June Caul, Ken Perry,

Staff: Manager of Community Services - Jason Kabel, Secretary-Treasurer Alicia Subnaik Kilgour

Regrets:

Absent:

1. Call to Order:

Alicia SK. called the meeting to order and called for Nominations for the position of Chair of the Library Board.

Robert S. nominated Andrew H. for position of Chair. Andrew H. accepts.

Ken Perry nominated Robert S. for position of Chair. Robert S. declines.

With no more nominations for the position, June C. moved to close the nominations for Chair.

Andrew H. is acclaimed as Chair of the Library Board.

Andrew H. called for Nominations for the position of Vice-Chair.

Ken Perry nominated Robert S. for the position of Vice-Chair. Robert accepts.

With no more nominations for the position of Vice-Chair, June C. moved to close the nominations for Vice-Chair.

Robert S. is acclaimed.

Andrew H. remarked that Alicia SK takes on the role of Secretary-Treasurer, as per the Library Act.

Andrew H. began to Chair the meeting.

2. Conflict of Interest. There were no conflicts of interest.

3. Non-agenda items.

There were no Non-Agenda items.

4. Minutes:

MOTION#175: Robert S. moved to accept the minutes November 26th 2014. Seconded by Kerry Z.

Carried.

MOTION#176: Robert S. moved to accept the minutes November 14th 2014. Seconded by Ken Perry.

Carried.

5. Business Arising from Minutes.

Sheri De Gagne won a bursary from OLBA (Ontario Library Board Association) to attend the Ontario Library Association's Super Conference in Toronto.

Jeremy Hughes won a bursary from OLS North (Ontario Library Services North) to attend the Ontario Library Association's Super Conference in Toronto.

Andrew H. remarked that it was one of the best conferences he has ever attended.

The renaming of some of the General Ledger lines will be discussed after the Town's year end. Alicia SK and Jason K. will follow-up.

Alicia SK. is seeking another quote for Surveillance from a local company.

6. Items E Action/Discussion:

A) Strategic Plan:

i) Update:

The third draft of the Strategic Plan was discussed. Alicia SK. noted that Steven Kraus, from OLS – North had replied with comments regarding the Strategic Plan. His comments are attached at the end of the draft proposal.

Alicia SK. will continue to work with staff to complete the plan. The new Board will also have input.

There was Board consensus to hold a separate meeting to discuss the Strategic Plan.

B) Library Finance Report:

Alicia SK. informed the Board that the Library received the Operating Grant, and that it will be reflected in next month's financial statement.

Alicia SK indicated that we will be over budget in the Library Services lines and that this will be covered by funds in the Library Board CIBC account, which have been earmarked for various collections.

MOTION#177: Ken P. moved to accept the Financial Report of November 2014. Seconded by June C.

Carried

Andrew H. informed the Board that our Budget was flatlined last year.

C) Donations:

The Library received a very generous donation from the Estate of Jack Gagne for \$300,000. Another generous donation was received from the Estate of Dino A'gostini for \$35,000.

Alicia SK. informed the Board that receipts and thank you have been sent.

A discussion ensued around the donations and the use. There was Board consensus that Alicia SK. and Andrew H. should visit the Town Treasurer to discuss options for investment.

Alicia SK. and Andrew H. were also directed to speak with the Families and Estate Trustees regarding honouring the individuals and the terms of the donations.

D) User Fees:

Alicia SK. discussed the User Fee Schedule that was distributed as part of the Board Package.

A discussion ensued around Non-Resident Memberships rates and the Shaw Community Hub Rental rates.

Alicia SK. suggested that the Non-Resident Membership rate be reduced to encourage the surrounding Townships and First Nations Communities to use the Library. This would open up access for Library Services.

Alicia SK. also suggested that the Board consider moving to an hourly rate for booking the Shaw Community Hub. This would streamline bookings and open up access to groups and individuals who wish to book for a shorter duration.

A discussion ensued around the rates. There was Board consensus to open up dialogue with our surrounding Townships and First Nation Communities to contract for Library Services. Some communities and Townships may be eligible for a grant from the Ministry for Library Services.

Alicia SK. was directed to provide more data on room rental usage and Non-Resident rates.

E) Next Meeting:

There was discussion surrounding the date and time for the Library Board Meetings.

There was consensus to keep the meeting on the fourth Wednesday of the Month and at 3:30 pm.

As some members will not be available for the next meeting, the meeting date was changed to February 18th at 3:30 pm in the Shaw Community Hub.

MOTION#178: June C. moved to adjourn the meeting
at 4:45 pm.

Carried.

Meeting adjourned 4:45 pm.