

Monday, August 27, 2018
Buell St. Room, Brockville Public Library

1. CALL TO ORDER: 5:02 pm

PRESENT: Board Members: N. Bowman, J. Cullen, C. Hannah, C. Quick, R. Sands, C. TeKamp, L. Wales, M. Wicklum.
Staff: E. Farrell.
Regrets: none.

2. INTRODUCTORY REMARKS (INFORMATION / ANNOUNCEMENTS):

The Board received a thank you card from L. Chadwick.

3. APPROVAL OF THE AGENDA

Approved.

4. DECLARATION OF ANY PECUNIARY CONFLICT OF INTEREST: None.

5. CONSENT AGENDA:

- a. June Board minutes
- b. June/ July Statistics & Financial report
- c. June/ July CEO Report

Moved by C. Quick and seconded by C. TeKamp... "That the Brockville Public Library Board accepts the consent agenda which includes the June Board minutes, June/ July Statistics & Financial report, and June/ July CEO report." Carried.

6. FOR DISCUSSION/DECISION

- a. Bank transfer for 2017 year-end payable

Moved by R. Sands and seconded by C. Hannah... "That the Brockville Public Library Board approves the transfer of \$145,825, representing the audited 2017 year-end payable to the City, from the Library's BMO account to the City's BMO account." Carried.

- b. 2019 Operational budget - draft

E. Farrell presented the proposed 2019 operational budget for the Library.

Moved by M. Wicklum and seconded by C. Quick... "That the Brockville Public Library Board approves the draft 2019 Operational Budget as amended." Carried.

The Board has asked for E. Farrell to provide explanation with the budget submission for the proposed 2019 addition to Library reserve funds.

- c. My Giving Library Fall 2018 campaign

E. Farrell presented a proposed fall fundraising campaign for the Library. The Library Board

commended E. Farrell, L. Julien, and B. Smith for their hard work on this project, and discussed the ways in which Library Board members can participate.

Moved by L. Wales and seconded by C. TeKamp... "That the Brockville Public Library Board approves the draft 2018 My Giving Library fall campaign as discussed." Carried.

d. Board Legacy Planning

N. Bowman presented a Library Board recruitment advertisement for the fall. Discussion of reviewing and updating the Board bylaws before the new term occurred.

e. Hydro One energy savings

E. Farrell discussed a review of the Library's facility with proposed lighting changes to increase energy efficiencies. This will be revisited in 2019 to discuss potential implementation.

f. Strategic Planning evening

The Library Board and staff will be attending a Strategic Planning evening on September 17, from 4:30 – 8pm at the Library and mediated by P. Malcolm from the Southern Ontario Library Services to begin the process of developing the Library's new Strategic Plan. Readings and background information will be provided to attendees in advance of the meeting to be coordinated by E. Farrell.

7. POLICY REVIEW

a. Governance – Fund Development

Moved by J. Cullen and seconded by L. Wales... "That the Brockville Public Library Board approves the recommended revisions to the Governance – Fund Development – Sponsorship Policy as presented." Carried.

b. Information Services – 16

Moved by C. TeKamp and seconded by J. Cullen... "That the Brockville Public Library Board approves the recommended revisions to the Information Services Policy – 16 as amended." Carried.

c. Human Resources – 9: formation of working committee

L. Wales and E. Farrell will work together to review the current Human Resources Policy and make recommendations to present at the October Library Board meeting.

8. FOR EXPLORATON

- a. Advocacy: sharing|promoting|celebrating BPL
- Municipal election: all-candidates meeting

N. Bowman encouraged fellow Board members to submit questions for the upcoming all-candidates meeting on September 27 at the Brockville Arts Centre.

- b. Upcoming events

9. ITEMS FOR NEXT AGENDA

- Youth Services Policy
- Board Bylaws
- My Giving Library updates
- Hydro One energy efficiencies updates
- Job Evaluation updates

10. PRIVATE SESSION: none.

11. MEETING EVALUATION: Deferred.

12. ADJOURNMENT: 6:52 p.m.

NEXT MEETING: Monday, September 24, 2018 at 5:00 p.m. at the Library.

Signature of the Chair: _____
(after approval)