# St. Catharines Public Library Board

54 Church Street, St. Catharines, ON L2R 7K2

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The St. Catharines Public Library Board is committed to providing all the citizens of St. Catharines with the highest level of library services, materials and facilities within the resources available to meet their informational, educational and recreational needs.

#### **REGULAR MEETING**

May 21, 2009 Board Room

<u>Present</u>: A. Carruthers S. Reilly

A. Cook A. Rosts
L. McDonald (Chair) M. Sendzik

A. McEwen

Councillor B. Phillips

Staff: J. Foster L. Stripnieks (Secretary)

P. Johnson (Recording Secretary)

Regrets: Councillor B. Williamson

The Regular Meeting of the St. Catharines Public Library Board was held on May 21, 2009 at the Central Library. The Chair called the meeting to order at 7:00 p.m.

#### Auditors' Report – Crawford, Smith and Swallow

The Board received a written report on the annual audit of the Library. Mark Palumbi of Crawford Smith & Swallow presented the Board's audited financial statements as at December 31, 2008 and responded to questions as they arose.

#### 1. Adoption of the Agenda

1.1 Additions/Deletions

1.2 Adoption of the Agenda

**MOTION:** THAT the Library Board adopt the agenda.

09-41

MOVED BY: M. Sendzik SECONDED BY: A. Carruthers

MOTION CARRIED.

### 2. Minutes

2.1 Regular Meeting, April 16, 2009

MOTION: THAT the minutes of the Regular Meeting of April 16, 09-42 2009 be approved, a copy having been received by each

trustee.

MOVED BY: A. Rosts SECONDED BY: A. McEwen

MOTION CARRIED.

### 3. **Business Arising**

3.1 <u>Aquatic Centre/Grantham Branch Progress Report</u> – L. Stripnieks The Board received a written progress report on the Aquatic Centre/Grantham Branch.

### 4. Correspondence

The Board received correspondence as at May 14, 2009.

### 5. Reports

### 5.1 Chair's Report – L. McDonald

The Chair was contacted by Mr. David Sloan who offered materials to the Library on the 10th Field Battery for Special Collections. The Chair referred to staff who confirmed that the Library was interested in the collection. The Chair reported that he had attended the Mother's Day Tea at the Merritt Branch which was enjoyed by all participants. He also reported that he and Councillor Williamson had toured the Central Library on a Saturday April 18th. While they were in special collections patrons commented positively on the Library's cataloguing of the Museum's book collection. They also watched a concert in the Atrium by a group of grade 8 students whose band is known as the "Golden Hammers." They were part of the In the Soil program.

### 5.2 <u>Chief Executive Officer's Report</u> - L. Stripnieks

The Board received a written Chief Executive Officer's Report – Highlights April – May 2009. The CEO reported that the Library had completed and submitted the 2008 Annual Survey to the Ministry of Culture.

L. Stripnieks reported that the Ministry of Culture allocated 7.4 million to libraries through a library credits program. Libraries need to apply by June 30, 2009 to secure their credit. The CEO has submitted confirmation of our Library's intent to apply thereby securing the funds.

### 5.3 Health and Safety Report – J. Foster

J. Foster reported that facilities inspections took place by certified Health and Safety members in May and no deficiencies were indicated.

### 5.4 Branch Reports

The Board received the written Branch reports for April 2009.

### 5.5 <u>Facilities</u> – J. Foster

J. Foster reported that the fountain in the 'Look Talk Sit' area is up and running. The exterior fountain in the courtyard will be up and running next week.

### 5.6 Finance

### a) Schedule of Accounts – Report 4

MOTION: THAT the fourth report recommending payment of accounts and salaries in the amount of FOUR HUNDRED

TWENTY-SEVEN THOUSAND, FOUR HUNDRED TWENTY-ONE DOLLARS AND SIXTY-TWO CENTS

(\$427,421.62) be received and approved.

MOVED BY: A. Rosts SECONDED BY: M. Sendzik

MOTION CARRIED.

b) <u>Statement of Operating Accounts</u> - as at April 30, 2009

With 33% of the year elapsed, the statement shows: revenue received - \$1,419,739; expenditures - \$1,372,527.

c) Endowment and Trust Fund Statement - as at April 30, 2009

The statement shows a balance of \$669,772 made up as follows: opening balance - \$660,389; donations - \$6,835; interest income - \$2,548: current assets - \$669,772. YTD encumbered - \$230,374; YTD unencumbered - \$439,398.

d) Report on Short-Term Investments - as at April 30, 2009

The report shows a balance of \$873,391made up as follows: \$426,500 due June 21, 2015 invested with Ontario Savings Bonds; \$232,156 due May 13, 2009 invested with a TD Bank GIC; and \$214,735 due May 13, 2009 invested with a TD Bank GIC.

e) Report on Reserve Accounts - as at April 30, 2009

The report shows a balance of \$7,395 in the Visual Materials Insurance account.

### 5.7 St. Catharines City Council

No Council meeting Monday night due to the Victoria Day holiday.

5.8 SOLS Report – S. Reilly

The Board received a written SOLS Report on the SOLS Meeting which took place on April 18, 2009.

#### 6. New Business

### 6.1 <u>Code of Conduct</u> – L. Stripnieks

The Board received a written report on the *Code of Conduct*. The *Code of Conduct for Elected and Appointed Officials* is to be presented to Council in May (as per the City's website).

### 6.2 Business for Next Meeting

No business for next meeting.

#### 6.3 Information Materials

Informational materials were included in the Board package.

### 7. In Camera Business

### 7.1 **Motion to Move In Camera**

**MOTION:** THAT the meeting move In Camera.

09-44

MOVED BY: A. Cook SECONDED BY: M. Sendzik

**MOTION CARRIED.** 

The meeting moved In Camera at 9:00 p.m.

### 7.2 Adoption of In Camera Agenda

7.2(a) Additions/Deletions to the Agenda

None.

## 7.2(b) Adoption of In Camera Agenda

**MOTION:** THAT the Library Board adopt the In Camera agenda.

09-45

MOVED BY: S. Reilly SECONDED BY: A. Carruthers

**MOTION CARRIED.** 

### 7.3 **Business Arising**

No business arising.

### 7.4 New Business

#### 7.4(a) Benefits – L. Stripnieks / J. Foster

The Library Board received a written report on benefits costs and potential impacts.

### 7.5 Return to Open Session

**MOTION:** THAT the meeting return to Open Session.

09-46

**MOVED BY:** A. Rosts

**SECONDED BY:** Councillor Bill Phillips

MOTION CARRIED.

The meeting returned to Open Session at 9:15 p.m.

# 8. Business Arising From In Camera Meeting

No business arising from the In Camera meeting.

# 9. Motion to Adjourn

**MOTION:** 09-47

MOVED BY: A. Carruthers SECONDED BY: S. Reilly MOTION CARRIED.

The meeting adjourned at 9:15 p.m.

# 10. Date and Time of Next Meeting

June 25, 2009, 7:00 p.m.