

2. **Minutes**

2.1 Regular Meeting, September 24, 2009

MOTION: THAT the minutes of the Regular Meeting of September 24, 2009 be approved, a copy having been received by each trustee.

MOVED BY: Councillor B. Williamson

SECONDED BY: A. Cook

MOTION CARRIED.

3. **Business Arising**

3.1 Aquatic Centre/Grantham Branch Progress Report – L. Stripnieks

The Board received a verbal update on the Aquatic Centre/Grantham Branch. A meeting was held on October 1st to review the external and internal material pallet. The Library requested an additional meeting on October 13th to review in detail the internal material pallet for the branch. J. Foster, L. Stripnieks and A. Chiota attended for the Library. The Library issues were resolved. On October 15th the project team met to discuss security and hardware. A meeting will take place October 29th to review IT and Audio Visual equipment requirements for the branch. Discussion ensued about the wood to be used on the exterior and the interior as well as maintenance issues. Councillor Williamson suggested that the Aquatic Centre Planning Team investigate solar hot water heating for the facility as well.

4. **Correspondence**

The Board received correspondence from the Staff Fund Committee requesting a financial contribution from the Board to support the annual Staff and Board Christmas Party.

MOTION: THAT the Library Board contribute SEVEN HUNDRED DOLLARS (\$700.00) for the Staff and Board Christmas Party.

MOVED BY: Councillor B. Williamson

SECONDED BY: A. Cook

MOTION CARRIED.

5. **Reports**

5.1 Chair's Report – L. McDonald

The Chair reported that he received a Thank You card from Lydia Church who recently retired.

5.2 Chief Executive Officer's Report - L. Stripnieks

The CEO reported that she attended a Culture Committee – Planning Committee meeting on October 6. She also stated that the Fresh Ink Reception will take place on October 22 and Norval Johnson Heritage Collection Unveiling and Reception on October 24.

5.3 Health and Safety Report – J. Foster

J. Foster reported that the Joint Health and Safety Committee did not meet in October. Branch inspections took place during the month and no deficiencies were indicated.

5.4 Branch Reports

The Board received the written Branch reports for September 2009.

5.5 Facilities – J. Foster

J. Foster reported that Brock Elevator was in to upgrade security features for the elevator. He also reported that the Halon system in the computer room was replaced on October 19 and that the St. Catharines Art Association will be running their annual fall art show in the Look Talk Sit area October 20-23.

5.6 Finance

a) Schedule of Accounts – Report 9

MOTION: THAT the ninth report recommending payment of accounts and salaries in the amount of FOUR HUNDRED FIFTEEN THOUSAND, SIX HUNDRED AND FORTY-SEVEN DOLLARS AND TWENTY-THREE CENTS (\$415,647.23) be received and approved.

MOVED BY: Councillor B. Phillips

SECONDED BY: A. Rosts

MOTION CARRIED.

b) Statement of Operating Accounts - as at September 30, 2009

With 75% of the year elapsed, the statement shows: revenue received – \$3,002,058; expenditures - \$3,512,846.

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

The statement shows a balance of \$691,352 made up as follows: opening balance - \$660,389; donations - \$18,567; interest income - \$13,196. YTD encumbered - \$230,779; YTD unencumbered - \$460,573.

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

The report shows a balance of \$902,090 made up as follows: \$434,200 due June 21, 2015 invested with Ontario Savings Bonds; \$252,675 due Oct. 13, 2009 invested with a TD Bank GIC; and \$215,215 due Oct. 13, 2009 invested with a TD Bank GIC.

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

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

5.7 St. Catharines City Council

Nothing to report.

6. **New Business**

6.1 **Digital Library Collection** – L. Stripnieks

The Board received a verbal report on Digital Library Collection. Discussion ensued with respect to the costs involved in maintaining a Digital Library Collection.

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.
09-65

MOVED BY: A. Cook

SECONDED BY: A. McEwen

MOTION CARRIED.

The meeting moved In Camera at 8:15 p.m.

7.2 **Adoption of In Camera Agenda**

7.2(a) **Additions/Deletions to the Agenda**

There were no additions/deletions.

7.2(b) **Adoption of In Camera Agenda**

MOTION: THAT the Library Board adopt the In Camera agenda.
09-66

MOVED BY: A. McEwen

SECONDED BY: Councillor B. Phillips

MOTION CARRIED.

7.3 **Business Arising**

No business arising.

7.4 **New Business**

7.4(a) **2010 Draft Budget** – J. Foster / L. Stripnieks

J. Foster presented the Proposed 2010 Operating Budget. One of the 2010 objectives was to replace the sewage pump at the Central Library which is in dire need of replacement. The Board discussed the matter and asked staff if it could be replaced in 2009 and how the replacement might be funded. Staff stated they could order the replacement immediately and recommended that it be funded from the 2010 budget.

MOTION: THAT staff replace the sewage pump in 2009 for a cost not to exceed \$28,000 excluding taxes and that staff recommendation for the funding be approved.
09-67

MOVED BY: A. Rosts
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

MOTION: THAT the Library Board approve the Proposed 2010 Operating Budget and that it be presented to Council and that \$125,000 from the 2009 Operating Budget be brought forward to support the 2010 Operating Budget and that anything over and above be allocated to the Grantham re-location reserve.
09-68

MOVED BY: A. Rosts
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

7.5 **Return to Open Session**

MOTION: THAT the meeting return to Open Session.
09-69

MOVED BY: A. Rosts
SECONDED BY: Councillor B. 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 In Camera Meeting.

9. **Date and Time of Next Meeting**

The date and time of the next meeting will be November 19, 2009 at 7:00 p.m.

10. **Motion to Adjourn**

MOTION:

09-70

MOVED BY: Councillor B. Phillips

SECONDED BY: A. McEwen

MOTION CARRIED.

The meeting adjourned at 9:17 pm.