

Board Present: Gordon Craig (Chair) via conference call, Blair Day, LCdr. Bob Gwalchmai (Vice Chair) via conference call, Councillor Cleve Mortelliti, Sylvia Pal, Darlene Sikkema, Michael Schwartzkopf, Phyllis Vernon

Staff Present: Rona O'Banion (CEO), Sharon Bentley, Adele Reid, Gabriella Del Borrello

Regrets: Virginia Atkins, Jack Rupke, Jim Streb

Guest: Steve Langlois, Monteith Brown Planning Consultants

1. CALL TO ORDER

Mrs. Pal welcomed Steve Langlois from Monteith Brown Planning Consultants and called the meeting to order at 7:09 pm.

2. APPROVAL OF THE AGENDA

Motion 2013-10-01: Agenda

Moved by Darlene Sikkema, seconded by Phyllis Vernon that the agenda be approved as distributed. Carried.

3. DECLARATIONS OF CONFLICT OF INTEREST

None.

4. APPROVAL OF THE MINUTES OF NOVEMBER 19, 2013

Motion 2013-10-02: Minutes

Moved by Blair Day, seconded by Darlene Sikkema that the minutes be adopted as distributed. Carried.

5. BUSINESS ARISING FROM THE MINUTES

None.

6. CORRESPONDENCE

None.

7. REPORTS OF BOARD COMMITTEES

7.1 Chair's Report

No Report.

7.2 Finance Committee

Mrs. Reid reviewed the Operating Statement Summary and highlighted all items over \$2,000 for the month of October 2013 with the Board.

Motion 2013-10-03: Finance

Moved by Michael Schwartzkopf, seconded by Cleve Mortelliti that the Board adopt the financial report for the month of October 2013.

Carried.

7.3 Policy Committee

No report.

8. INFORMATION

8.1 CEO Report

The CEO reported on the following:

- Library's 2014 budget was tabled at Township's council meeting on December 16th;
- New furniture and shelving have been installed in the Schomberg Library;
- The Library's new Facebook page was launched and a short demonstration was given to the Board by Sharon Bentley;
- The response rate to the Ansnorveldt hours survey has been satisfactory and results will be collated and analyzed in the new year;
- The Archival and Preservation Achievement Award will be presented to Sharon Bentley at the OLA 2014 conference in February. Mrs. Pal added congratulations on behalf of the Board. The CEO reminded Trustees to submit their names to Adele Reid if they plan on attending the Conference;
- A copy of FOPL's press release detailing the results of a members' survey conducted in October was supplied to the Board. The focus of the survey was on capital facility needs for public libraries. The results seemed timely given that KTPL Board's focus will be on capital initiatives moving forward;
- Kelley England's, Manager of Children's & YA Services written report on children's programming was included in the CEO report.

Motion 2013-10-04: CEO Report

Moved by Darlene Sikkema, seconded by Phyllis Vernon that the Board receive the CEO report for November 20 – December 17, 2013.

Carried.

8.1.1 Addendum to CEO Report – FOPL Press Release

Discussed in 8.1 CEO Report.

8.2 Library Statistics

Ms. Bentley reviewed the Library statistics for the month of November 2013 with the Board. Ms Bentley cited 2,340 patrons coming into the Library buildings, 2,465 in circulation, 2,533 patrons using in-Library items such as newspapers, magazines, etc, over 186 reference questions, 219 making

use of the Library's reader's advisory, 463 patrons using our databases and over 423 uses of the Library's internal internet.

8.3 Other Information

8.3.1 Local Library Related Media Stories

Copies of local Library-related media stories were made available to the Board.

9. NEW BUSINESS

9.1. Report from Council – Councillor Cleve Mortelliti

Councillor Mortelliti updated the Board on some Township issues such as concerns regarding the new waste management contractor, pancake breakfast and a review of the current Township's plans.

9.2 Facility Master Plan Presentation – Steve Langlois, Monteith Brown Planning Consultants

Mr. Langlois provided the Board with an update of the Facility Master Plan. The CEO suggested that Board members take the next few weeks to reflect on information given and send comments and feedback by the end of January 2014 to Mr. Langlois to incorporate into a final report.

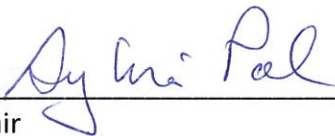
10. ADJOURNMENT

Motion 2013-10-05: Adjournment

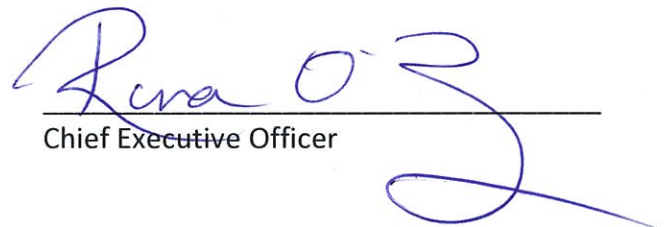
Moved by Blair Day, seconded by Michael Schwartzkopf that the meeting be adjourned.

Carried.

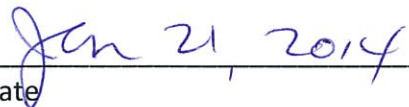
The meeting was adjourned at 9:16 pm.



Chair



Chief Executive Officer



Date