

MIDDLESEX COUNTY LIBRARY BOARD
10:00 am, MONDAY, SEPTEMBER 28, 2015
CAO Board Room, Middlesex County Building
London, Ontario

Members: Councillor Marigay Wilkins and Citizen Appointees: Albert Bannister, Vice-Chair; Ian Brebner and Dave Jones. Also present was Sandi Burgess, County Librarian; and Lindsay Brock, Library Services Manager. Also in attendance was Mallory Austin, Library Technologies Specialist.

A. CALL TO ORDER

1. Provision for disclosure of pecuniary interest.
None.

2. Minutes of the Library Board Meetings held on August 11, 2015.

Moved by Dave Jones

Seconded by Ian Brebner

That the Minutes of the Middlesex County Library Board meetings held on August 11, 2015 be approved as presented

Carried.

3. Visioning Topic – Sierra Migration Project Overview

- Verbal Update from Sandi Burgess, County Librarian

B. ACTION ITEMS

1. Wardsville Library Open Hours

- Report from Sandi Burgess, County Librarian

Moved by Dave Jones

Seconded by Councillor Wilkins

That the Wardsville Library open hours be approved as outlined below, effective October 5th, 2015:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Closed	2:00-5:00pm	Closed	5:00-8:00pm	10:00am-12:00pm	Closed

Carried.

2. Scheduled Outreach Service Agreement: Family Service Thames Valley
 - Report from Lindsay Brock, Library Services Manager

Moved by Councillor Wilkins

Seconded by Ian Brebner

That the Scheduled Outreach Service Agreement with Family Service Thames Valley be approved and that the Library CEO and Library Board Chairman be authorized to execute the agreement.

Carried.

3. Library Trust Funds
 - Report from Sandi Burgess, County LibrarianNOTE: Report was withdrawn as a result of new information from the County Treasurer

4. Lucan Comprehensive Library Lease
 - Report from Sandi Burgess, County Librarian

Moved by Ian Brebner

Seconded by Dave Jones

That the Lease Agreement between the Corporation of the Township of Lucan Biddulph, the Corporation of the County of Middlesex and the Middlesex County Library Board for a 7,068 square foot Comprehensive Library in Lucan be approved and that the necessary by-law be forwarded to County Council authorizing the Warden and Clerk to execute the Rental Agreement on behalf of the County of Middlesex.

Carried.

C. CORRESPONDENCE AND INFORMATION ITEMS

1. System Circulation and System Internet Usage to August 2015 (with 2014 for comparison)
2. Information Services Usage Statistics – August 2015
3. Accounts Payable to September 10, 2015 totalling \$79,049.05
4. County Librarian Update – August 2015
 - Report from Sandi Burgess, County Librarian
5. Employment and Government Information Services Activity Report – 2015
 - Report from Lindsay Brock, Library Services Manager
6. Library Board – Statement of Revenues and Expenditures to August 31, 2015

7. News Article from the Windsor Star entitled “Fewer books, more digital: \$7.9 million helps create new library system”
8. News Article from the New York Times entitled “Bedtime Stories for Young Brains”
9. Library Health & Safety Report – Survey of British Columbia Library Workers, May-June 2015
10. Comic – Why we need Libraries
11. Dorchester Library Expansion Update
 - Verbal update at the meeting

Moved by Marigay Wilkins

Seconded by Dave Jones

That Items C.1 – LIB through C.11 – LIB be received for information.

Carried.

D. INQUIRIES

1. Ontario Library Association Superconference – January 2016
Library Board members were asked if they are interested in attending the Ontario Library Association Superconference in January 2016. Ian Brebner and Dave Jones wish to attend. Other board members wishing to attend should contact Lindsay Brock as soon as possible.

The conference schedule is posted online at www.olasuperconference.ca

2. Ontario Library Capacity Fund Research Grant
The Library CEO brought forth an opportunity to participate in a joint application for an Ontario Library Capacity Fund Research Grant along with several other library systems and led by the Ontario Library Association (OLA). The application is to seek funds to support the work of Dr. Bill Irwin at Huron University College who is creating tools for libraries to use to measure the qualitative impacts of libraries on the lives of patrons.

Moved by Dave Jones

Seconded by Ian Brebner

That the CEO confirm Middlesex County Library's participation in the application process for an Ontario Library Capacity Fund Research Grant with the OLA.

Carried.

3. Usage of Program Rooms
The CEO requested guidance regarding the usage of program rooms. Library staff have received questions about whether they are available to rent by 3rd party private organizations. Appendix D of the current policy manual speaks to Community Meeting Room and Programming Room Usage. It states that rooms are only to be used for library programs or by non-profit groups, and that no fees are to be charged. The CEO asked for Board guidance as to whether lower tier municipalities should be contacted to see if there are other meeting rooms available in communities where we have a branch with a programming room and, if so, determine the current rental rates.

Moved by Dave Jones

Seconded by Ian Brebner

The Library CEO should proceed with research and put together a report for the Library Board with recommendations regarding the allowable bookings of programming rooms.

Carried.

E. NEW BUSINESS

1. Next Meetings
10:00 a.m., Tuesday, October 27, 2015
10:00 a.m., Tuesday, November 24, 2015
10:00 a.m., Tuesday, December 22, 2015

F. ADJOURNMENT

Moved by Dave Jones

Seconded by Ian Brebner

That the meeting adjourn at 11:30 a.m.

Sandi Burgess, County Librarian

Vice Chair – Albert Bannister