

**Arnprior Public Library Board Meeting  
April 22, 2009**

**Present:** Neil Salminen – Chair, Joanne Kidd, Susan Kirk, Nancy Burrows, Nancy Black, Roseanne McNeil, Jodi Cotnam, Karen DeLuca-A/Chief Librarian

**Also Present:** Terry Gibeau, Mayor, CAO Larry Donaldson, Councillor Tom Peckett, Councillor Jack Lambert, Councillor Mark Wilmer

**Regrets:** Debra McGregor

6:00 pm Meeting Called to Order

**1. Agenda**

Request to add “Waiving of fee for Meeting Room” and “Arnprior Chamber of Commerce Survey” to #8 New Business by Karen DeLuca.

**Motion #2009-016**

Moved by Joanne Kidd and seconded by Rosanne McNeil **that the agenda with the amendments be approved.** **Carried**

**2. Approval of Minutes**

**Motion #2009-017**

Moved by Nancy Black and seconded by Joanne Kidd **that the minutes from the March 25, 2009 Arnprior Public Library Board Meeting be approved.** **Carried**

**3. Roundtable Discussion with Arnprior Town Council**

*Board Perspectives- 2008 Overview*

Neil Salminen gave an overview of the main objectives of the Library Board.

Karen DeLuca gave an overview of the annual report.

Joanne Kidd gave an overview of the OLA Superconference with the theme of the Role of the Library in Community Building.

*Expansion*

Discussion regarding grants and proposals. There are two funding opportunities through *Build Canada Fund* and *Enabling Accessibility Fund* that Larry Donaldson will be sending proposals which are due May 1 and May 4 respectively. Larry requested assistance from Karen DeLuca and Joanne Kidd to provide feedback on the section of the Build Canada Fund proposal regarding benefits and purpose of expanding the Library and will send the outline of the proposal as soon as possible. Karen and Joanne will send their feedback as soon as possible. If the proposal accepted the project will begin very quickly (possibly within two months after the approval) as the expansion will need to be completed by March 2011. Before the expansion is completed a plan will be put in place to allow the shelves and possible new carpet (or there may be other options) to off gas.

Ideas put forward were to put extra ventilation in the Library or to order the shelves early and keep them off site until the shelves are aired.

As the expansion will make an upstairs and a downstairs for the Library there will be a requirement for more staffing to make sure there is sufficient coverage on both floors. Council is aware of this issue and requested that figures be provided on how much this will cost. Karen DeLuca will provide the figures when there is grant approval for the expansion.

If the Grant proposals are not approved, the original expansion plan of five years from now will be followed.

#### *Contract Negotiations with McNab/Braeside*

The present contract will expire at the end of December 2009 between McNab/Braeside and Arnprior regarding the Library. General discussion was had regarding how the Library Board can support Council in the future negotiations. Joanne Kidd raised the issue that SOLS (Southern Ontario Library Service) brought to the Boards' attention via correspondence that any agreement signed with a Municipality that is served by the Library should be signed by the Library Board. The current agreement is signed by the Mayors of Arnprior and McNab/Braeside. There was discussion regarding whether or not there should be representation on the Negotiating Committee from the Library Board but no conclusion was reached at the meeting and the issue will be explored further at a later date by the Board and the Town Council. The letter from SOLS was given to Larry Donaldson for consideration.

#### *Q & A*

Councillor Jack Lambert raised the issue of the impact of the Chief Librarian being on sick leave. The Board assured the Council that the Board has approved extra part time staffing to help relieve the strain of being short staffed. Both the Board and Council recognize the great job that Karen DeLuca has been doing as Acting Chief Librarian. The Board recognizes the stress on the staff with the Chief Librarian on sick leave and that all the proper steps have been taking to ensure a seamless return of the Chief Librarian when her physician deems her fit.

Terry Gibeau, Mayor, thanked the Board for inviting the Council to the meeting and felt the meeting was very valuable. The Board thanked Council for attending.

#### **4. Business arising from the minutes.**

##### *Internet Waivers/policy*

Deferred to next meeting.

#### **5. Staff Reports**

##### *Circulation Statistics*

Large increase in DVD circulation.

##### *Librarian's Report*

Both the circulation statistics and the Librarian's report were provided in the Board package for the meeting.

## 6. Financial Report

Provided in the Board package. No questions were raised.

## 7. Committee Reports

*Friends of the Library*

No representative present.

*Executive Committee and Policy Committee*

Nothing to report.

## 8. New Business

*Waiving the fee for the Meeting room*

The LeLeche League made a request that the fee to use the meeting room be waived for their organization. The planned event is to generate revenue for the LeLeche League. Although we welcome all groups to use our meeting facilities, if it is to generate revenue then if is felt that it is reasonable for the fee to be applied.

### **Motion #2009-018**

Moved by Nancy Black and Seconded by Joanne Kidd **that the Board will not waive the fee for the meeting room for the LeLeche League. Carried**

*Arnprior Chamber of Commerce Survey*

The Chamber of Commerce requested that surveys be placed at the Library. The Board had questions regarding how the survey was going to be handed out/filled out. The Chamber of Commerce had not provided Karen with this information. The Board did not make a decision as there was not enough information. Karen will get more information regarding the process and the Board will make a decision at the next Board meeting.

## 9. Old Business

*Garden Rota*

Board Members are to let Karen know if they are interested in being included in the Garden Rota.

## 10. Personnel

No new information.

## 11. Correspondence

No new correspondence.

## 12. Adjournment

*The meeting was adjourned at 8:00 pm by a motion by Joanne Kidd and seconded by Nancy Black.*

Next Meeting- May 27, 2009

Chairperson: \_\_\_\_\_

Secretary: \_\_\_\_\_

*Susan Kidd*