



# Library Board

Minutes - February 27, 2013

GODERICH, ONTARIO



## LIBRARY BOARD MINUTES

Goderich, Ontario  
February 27, 2013

The Huron County Library Board met in the Court House Council Chambers, in Goderich on the 27<sup>th</sup> of February, 2013. All members of the Board were present.

### 1. Call to Order

Chair T. Hessel called the meeting to order at 9:00 a.m.

### 2. Declarations of Pecuniary Conflict of Interest and the General Nature Thereof

There were no declarations of pecuniary conflict of interest.

### 3. Approval of Agenda

MOTION:

Moved by: Member Chisholm and Seconded by: Member McDonnell

"THAT:

The Library Board Agenda for February 27, 2013 be accepted and all the reports included in the Agenda be received."

CARRIED

### 4. Minutes

Two amendments were identified for the minutes of the Library Board meeting of January 23, 2013:

1) Page 1 "all members" of the Board were present should read: Member Nichols, Member Deichert, Member Gandon, Member Versteeg and Chair Hessel were present.

2) Item 6.6 Member Nichols name is mis-spelled.

MOTION:

Moved by: Member Deichert and Seconded by: Member Nichols

"THAT:

The minutes of the Library Board meeting of January 23, 2013 be adopted as amended."

CARRIED

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**5. Presentations**

5.1 Ms. Jennifer Zoethout, Branch Services Librarian, re: Library Promotion Material Guidelines.

Ms. Zoethout is in attendance to discuss promotional materials and guidelines required highlighting the following:

- Huron County Brand Standards
- Space & Size Requirements

Comments and questions include:

- Inclusion of First Nations
- Methods to reach library users

**6. Board Member's Issues**

6.1 Comments and questions include:

Member Menzies, Member Gandon and Member McDonnell reported on the Ontario Library Association Conference

MOTION:

Moved by: Member Nichols and Seconded by: Member Deichert

"THAT:

The Member's reports from the OLA Conference be accepted."

CARRIED

Member McDonnell asked what protocol should be followed to request Councillor Vincent to act on the need to install a door bell at the Blyth Library for accessibility. Chair Hessel stated that he would follow-up with Councillor Vincent.

Member McDonnell asked if the next Board meeting could be held at the new Bayfield Library. The County Librarian will investigate this possibility.

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**7. Reports of the County Librarian**

7.1 Library Information Report.

Meighan Wark provides a general update highlighting the following:

- 10<sup>th</sup> anniversary at the Exeter Library commemorated by a Library Tea and musicians
- Christmas initiatives across the library branches throughout the County

MOTION:

Moved by: Member Gandon and Seconded by: Member Chisholm

“THAT:

The report from the County Librarian be accepted.”

CARRIED

7.2 Economic Benefits and Return on Investment – Library Study.

Meighan Wark provides an overview of a report by the Bureau of Business Research from the University of Texas which indicates the return on investment of libraries in both urban and rural library systems throughout the state. There are similarities that can be drawn to the County of Huron system.

MOTION:

Moved by: Member McDonnell and Seconded by: Warden Robertson

“THAT:

The report from the County Librarian be accepted.”

CARRIED

7.3 Report by Shannon Kammerer, Information Services Librarian, Jennifer Zoethout, Branch Services Librarian and Meighan Wark, County Librarian, re: Adopt a Computer Program.

M. Wark notes that library staff were asked to develop a potential model for an “Adopt a Computer Program” at the Library. The purpose of the program would be to offset costs to the Library as a result of funding cuts to Industry Canada’s Community Access Program.

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An "Adopt a Computer Program" enables an organization, local business or family to assist the library maintain the existing computer equipment within the library branches.

MOTION:

Moved by: Member Gandon and Seconded by: Member Nichols

"THAT:

Staff prepare an Implementation Plan regarding the Adopt a Computer Program."

CARRIED

## **8. Policy Review**

8.1 Report from Meighan Wark, County Librarian, re: Library Rules of Conduct Policy.

Meighan Wark provides a general overview of updated library rules and conduct policy with highlighted changes provided in the subject report.

The updated Code of Conduct Policy clearly articulates, for both staff and users, guidelines for accessing library services and facilities

MOTION:

Moved by: Member Nichols and Seconded by: Member McDonnell

"THAT:

The recommendation of Meighan Wark, County Librarian, that the Huron County Library Board review and approve the policy relating to the Library's Rules of Conduct be approved."

CARRIED

## **9. Accounts**

Accounts up to and including January 31, 2013 totaling \$64,978.84 will be reviewed.

MOTION:

Moved by: Warden Robertson and Seconded by: Member Chisholm

THAT:

"The accounts up to and including January 31, 2013 be received."

CARRIED

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**10. Budget**

The Capital Budget for 2013 was reviewed.

MOTION:

Moved by: Member Nichols and Seconded by: Member Chisholm

“THAT:

The 2013 Library Capital Budget be approved as circulated.”

CARRIED

MOTION:

Moved by: Member Deichert and Seconded by: Member Chisholm

“THAT:

Staff provide the Board with a copy of the Operating Budget.”

CARRIED

There was a break at 10:10 a.m. and session resumed at 10:20 a.m.

The 2013 Operating Budget was circulated and explained by the County Librarian.

MOTION:

Moved by: Member Gandon and Seconded by: Member Nichols

“THAT:

The 2013 Operating Budget be approved as circulated.”

CARRIED

**11. Continuity Planning**

The Board was informed that in the event of a strike at the Health Unit in Clinton, the Library Staff in that office building will relocate to other facilities as contained in the Library’s Continuity Plan.

**12. Closed to the Public Session**

There was no closed session to the public.

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**13. Next Meeting**

The next meeting of the Library Board will be Wednesday, March 27, 2013, at 9:00 a.m. in the Council Chambers, Goderich unless otherwise confirmed by the County Librarian who will attempt to organize a meeting at the new Bayfield Library.

**14. Adjournment**

MOTION:

Moved by: Member Chisholm and Seconded by: Member Gandon

"THAT:

The Library Board meeting adjourn at 10:50 a.m."

CARRIED

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Chair Tyler Hessel