



# Library Board

Minutes - January 23, 2013

GODERICH, ONTARIO



## **LIBRARY BOARD MINUTES**

Goderich, Ontario  
January 23, 2013

The Huron County Library Board met in the Court House Council Chambers, in Goderich on the 23<sup>rd</sup> of January, 2013. All members of the Board were present.

### **1. Call to Order**

Chair T. Hessel called the meeting to order at 9:05 a.m.

A moment of silence was held for Ms. Sarah Henry-Mills who served as Page in the Goderich Library.

### **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 Nichols and Seconded by: Member Menzies

"THAT:

The Library Board Agenda for January 23, 2013; be accepted and all the reports included in the Agenda; be received."

CARRIED

### **4. Minutes**

Prior to the approval of the December 14, 2012 minutes, a housekeeping amendment was noted and the minutes were adopted, as amended.

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MOTION:

Moved by: Member Deichert and Seconded by: Member Versteeg

"THAT:

The minutes of the Library Board meeting of December 14, 2012; be adopted as amended."

CARRIED

**5. Board Member's Issues**

- 5.1 Councillor.Menzies – An Open House for the Bayfield Library will be held on January 29, 2013.
- 5.2 Chair Hessel – The Municipality of Bluewater purchased property and has issued a Request for Proposal for architectural services for a new library branch for Zurich.

**6. Reports of the County Librarian**

- 6.1 Library Information Report.

Meighan Wark provides a general update highlighting the following:

- Clinton Library has held children workshops named Library Reader Theatre which has been well received
- Huron County Libraries has been involved with an orientation program named "Calling all Three Year Olds" at local elementary schools
- Library staff are involved in the construction site meetings for the new Bayfield Library
- On November 18-24, 2012, branch staff undertook statistical analysis which is required for all libraries in Ontario on an annual basis with data such as site visits, requests / questions and library usage being collected

Comments and questions include:

- Explanation of an accessibility request that may be received such as the types of resources available to assist patrons

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6.2 Museum Exhibits and Art Bank in Library Branches.

There is discussion in regards to the possibility of working with the Huron County Museum and adding display cases and art décor at library branches and this is something that will continue to be explored.

6.3 Follow-up from Cuff Report.

Ms. Meighan Wark, County Librarian, provides an overview of the George Cuff Recommendations as they relate to the Library Board.

Chair Hessel notes that a summary of the monthly Board report is provided to Council and that it may be necessary at times to have a Board member present in the absence of the Chair. However, since another Councillor is on the Board, that person may also provide the report, if needed.

Further, there is discussion as to whether involvement is required by the Board in the evaluation of the performance review for the County Librarian position.

There is general consensus that the Chair and Vice-Chair should assist the County CAO and provide input with the performance review and a motion is passed in this regard.

MOTION:

Moved by: Member Deichert and Seconded by: Member Menzies

"THAT:

The Chair and Vice-Chair of the Library Board provide input and assist the County CAO with the performance review of the County Librarian position."

CARRIED

6.4 Bequest from the Estate of John Floyd McAsh.

Ms. Meighan Wark, County Librarian, notes that the Huron County Library received a notice of bequest from the estate of John Floyd McAsh. Those funds, which amount to \$14,000 have been included in the Budget and will be used to contribute to the purchase of a microfilm reader.

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A plaque will be mounted to acknowledge thanks and indicate the bequest of Mr. McAsh.

6.5 Food for Fines Program.

The Food for Fines Program is a worthy program whereby all twelve branches in Huron County participated from November 19-25, 2012. All locations accepted non-perishable food items in place of cash for overdue library fines. In total, \$1,778.35 of fines was forgiven in exchange of donations.

Comments and questions include:

- The program is only applied to fines and not other charges.

6.6 Friends of the Library Board.

Ms. Meighan Wark, County Librarian notes that there are currently seven Friends of the Library groups associated with the Huron County Library. The group is a non-profit association of volunteers who aim to assist and support the goals of the Library.

There are two changes to policy which include Fundraising and Disbanding. The policy is in place to ensure clear parameters for staff and all related groups associated with the Huron County Library.

MOTION:

Moved by: Member Nicols and Seconded by: Member Menzies

"THAT:

The recommendation of Meighan Wark, County Librarian, that the Huron County Library Board approve the Friends of the Library Policy."

CARRIED

6.7 Accessibility Customer Services Policy.

Ms. Meighan Wark, County Librarian, provides an overview of the Information and Communication Standard under the *Accessibility for Ontarian's Act* (AODA). Components of the standard include being able to provide information and communication in "an accessible format or communication support for persons with disabilities."

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Comments and questions include:

- Review of service delivery to ensure that communication is clear and accessible for patrons using library services and that all efforts are made to assist.

MOTION:

Moved by: Member Gandon and Seconded by: Member Deichert

“THAT:

The recommendation of Meighan Wark, County Librarian, that the Huron County Library Board approve the Accessible Customer Service Policy.”

CARRIED

**7. Accounts and Financial Statement**

Accounts up to and including December 20, 2012 totaling \$19,956.70 was reviewed.

The financial statement for the period ending November 30, 2012 were reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Library	239,084	250,929	2,519,651	2,496,214	2,280,567	2,245,285

MOTION:

Moved by: Member Nichols and Seconded by: Member Menzies

THAT:

“The accounts up to and including December 20, 2012 and financial statement for November 30, 2012; be received.”

CARRIED

**8. Closed to the Public Session**

There was no closed session to the public.

**9. Next Meeting**

The next meeting of the Library Board will be Wednesday, February 27, 2013, at 9:00 a.m. in the Council Chambers, Goderich.

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**10. Adjournment**

MOTION:

Moved by: Member Gandon and Seconded by: Member Deichert

"THAT:

The Library Board meeting adjourn at 10:00 a.m."

CARRIED

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Chair Tyler Hessel