

A regular meeting of the Whitchurch-Stouffville Public Library Board was held on Thursday, May 6, 2010, at 7:05 pm at the Library. Absent: Carol Morin and Janet Reid. Staff in Attendance: Carolyn Nordheimer James. Invited guests: Vanessa Buttery, Seneca College Co-op student

1. Introduction of Addendum Items - nil
2. Adoption of Agenda  
**Motion - #10-029**  
Moved by Deborah McNeely, seconded by Linda Cundari that:  
The agenda be adopted as presented. Carried.
3. Declarations – nil
4. Adoption of minutes of last regular meeting – April 8, 2010  
**Motion - #010-030**  
Moved by Deborah McNeely, seconded by Maurice Smith that:  
The minutes from the last regular meeting of April 8, 2010 be approved as presented.  
Carried.
5. Delegations – nil
6. Business arising from the last Meeting
- 6.1 Magic Collection Digitization Project  
David Jones was in attendance to offer a short Power Point presentation on the Magic Collection Digitization Project. Mr. Jones delineated the goals of the project, the processes involved, and the eventual outcomes. Following the presentation, Mr. Jones answered questions from the Board members.  
**Motion #010-31**  
Moved by Mayor Emmerson, seconded by Councillor Bartley that:  
David Jones work with library staff to initiate the digitization of the Art Latcham Magic Collection.  
Carried.
7. Committee Reports
- 7.1 Book Sale Committee – report on 2010 sale  
The Chair reported on the success of this year’s book sale – highest grossing sale ever. Revenues of \$15,146.46. The Chair mentioned that his thank you letter as Chair of the Book Sale Committee was in the Sun-Tribune of May 6, 2010. The Chair indicated that due to the removal of the recycling depot, the Library had to arrange for a recycling bin to be delivered to the Library for the unsold items at the end of the sale. The cost for removal of the bin and for disposal of the items was \$738.68. The Library will absorb the cost this year but in future years, an amount will have to be added to the operating budget to cover this cost on an ongoing basis. Deborah McNeely offered congratulations to the members of the Book Sale Committee. The CEO offered her thank you to all the staff and Board members who volunteered at the sale and especially to John Relph for his time, effort, and support. The CEO presented the staff’s 2010 wish list totaling \$13,700. Some of the new items include T shirts for library volunteers ( \$500), in-ground book sale signs to replace the post signs (\$600), additional milk crates (\$100), and a subscription to Mango Language Learning – an online second language learning software (\$3,700).

**Motion #010-032**

Moved by Deborah McNeely, seconded by Linda Cundari that  
The 2010 Book Sale Wish List as presented by staff be approved.  
Carried.

7.2 Seniors' Sub-Committee of the Board

The Chair reported that the husband of Marian Dissette, a long-time member of the Committee had passed away. A donation to the War Amps was made by the Library.

7.3 Whitchurch-Stouffville Public Library Board - Business Committee

A meeting of the Business Committee was held at 1:30 pm on Tuesday, April 20<sup>th</sup> at the Markham Museum. At that meeting, the Committee determined that their priorities were to investigate sustainable funding for the Library and to explore a library expansion. Deborah McNeely, Maurice Smith, John Relph, and the CEO attended a meeting with three Board members and the CEO of the Bradford/West Gwillimbury Public Library. This Library, currently in an 11,000 square foot facility with a population of 26,000, is building a new 40,000 square foot facility with Infrastructure Funds from the federal, provincial, and municipal governments. There is a very active Friends of the Library group who raises funds for non-operating expenses. The Library has a funding formula approved by the Town for its materials budget. The members of the Business Committee hope to meet with members of the Board of the Orillia Public Library this month and will then prepare a report for the Board.

8. Report from Council

Councillor Bartley reported that the Town has sold the former Station 51 to Card's. Councillor Hilton reported that the Town had received a 3-year \$150,000 Main Street Ontario grant for marketing and promotion of downtown Stouffville.

9. Report from SOLS

Carol Morin was not in attendance but provided a written report on the Trustees' meeting held at the Ajax Public Library on May 1, 2010. Some of the highlights included the following:

Uxbridge – the Town's CFO is now also the Treasure of the Library Board.

Whitby – has found that their advocacy to Council has paid off.

Oshawa – is changing from a ward system to a city-wide system, meaning that there will be no Council members on the Board.

10. New Business

10.1 Resolution to purchase assistive technology work station

The CEO reported that the Town's Deputy Treasurer had requested that the Board pass a Resolution authorizing an overrun in the Self Check capital budget item to cover cost of the assistive technology work station that will be purchased from a grant in the amount of \$15,000 received from the federal government. This is required because the Treasury Department has no capital budget line to expense this purchase to. Mayor Emmerson suggested instead that a revised capital budget could be brought back to Council in June adding the work station purchase to the 2010 capital budget. Mayor Emmerson offered to speak to the Treasurer about this matter and would communicate the results of the

conversation to the CEO. If necessary, the matter will be brought back to the June meeting.

10.2 Bill 168 - Violence-free Workplace

The Library Board had before them a copy of the Violence-free Workplace Policy – Administrative Policy No. 55. Provincial legislation coming into effect on June 15, 2010 requires that the Library have a Violence-free Workplace Policy.

**Motion #010-033**

Moved by Maurice Smith, seconded by Linda Cundari that  
The Violence-free Workplace Policy be approved as presented.  
Carried.

10.3 Library Hours - Complaints

The CEO presented copies of complaints received at the Library relating to library hours, specifically to the closing time of 6:00 on Fridays. The CEO indicated that when there is sufficient funding to increase the operating hours of the library, opening at 9:30 in the morning and opening on Sunday mornings would have more benefit than closing later on Fridays.

10.4 Library Statistics

Board members received copies of the CEO report for March 2010. Loans and renewals, new cards, inter-library loans filled by WSPL, Internet use, and web site usage have all increased from 2009. March Break program attendance was higher than in 2009, unlike other libraries in Ontario. The two performances by Motus O held at 19 on the Park were especially well attended.

11. Round Table Discussion

Mayor Emmerson raised the issue of the Pharmacy Public Forum being held by the Library on the evening of May 6, 2010. The question was raised as to whether or not the Library should be involved in “political” issues. The CEO stated that speakers representing both sides of the issue had been invited. The library’s programming policy states that “topics, speakers, and resource materials are not excluded from library-initiated programs because of possible controversy”. Copies of the library’s programming policy passed by the Board in June 2007 were distributed. This item may be revisited at the June meeting.

12. Adjournment

**Motion #010-34**

Moved by Councillor Bartley, that:

The meeting be adjourned. Time 8:44 pm.

Library Board Minutes  
May 6, 2010

Signed \_\_\_\_\_