

FIRST REPORT

**SPECIAL MEETING
MIDDLESEX COUNTY LIBRARY BOARD
9:00 am, FRIDAY, JANUARY 9, 2015
CAO Board Room, Middlesex County Building
London, Ontario**

Members: Councillor Jim Maudsley, Councillor Marigay Wilkins (by teleconference) and Citizen Appointees: Albert Bannister, and Dave Jones; Also present: Julie Gonyou, County Librarian, and Lindsay Brock, Library Services Manager.

Note: Ian Brebner was unable to attend the meeting.

The meeting was rescheduled from Wednesday, January 7, 2015 to Friday due to inclement weather.

A. CALL TO ORDER

Moved by Albert Bannister

Seconded by Dave Jones

That Councillor Jim Maudsley be Chair for the January 9, 2015 Library Board meeting. Carried.

The Board will appoint an acting Chair for this meeting only and make appointments at its regular January 27, 2015 meeting.

1. Provision for disclosure of pecuniary interest. None.
2. Visioning Topic - Library Database Subscription
 - Power point presentation by Lindsay Brock, Library Services Manager on the two Library Database Subscription options

B. ACTION ITEMS

1. Library Database Subscription Options
 - Report from Julie Gonyou, County Librarian

The Board discussed the financial implications, weighing the pros and cons of the current and proposed systems. The Board inquired about the relationship with the Ontario Library Consortium and how leaving would impact the library. The Board opted to select the buyer's group with Innovative, Sierra as the Integrated Library System for Middlesex County Library moving forward.

Moved by Albert Bannister
 Seconded by Dave Jones

That the Library Board proceed with Option Two, being that the Library Board proceed with the proposed regional partnership with London Public Library, Elgin County Library and St. Thomas Public Library, adopting London Public Library's subscription to Innovative Interfaces as the library's ILS vendor as included in the draft 2015 budget. This option requires the migration of all patron and holdings data, additional staff training, and the creation of a new library database which will be hosted internally by Middlesex County servers, administered by County IT staff.
 Carried

2. 2015 Library Budget

- Report from Julie Gonyou, County Librarian

The County Librarian reviewed the budget line by line with the Library Board. Board suggested changes be made to the mileage line.

Moved by Albert Bannister
 Seconded by Dave Jones

That the changes be presented to the Library Board at the next meeting on January 27, 2015.
 Carried

C. CORRESPONDENCE AND INFORMATION ITEMS

None

D. INQUIRIES

Dave Jones suggested that the County Librarian draft a letter to the outgoing Library Board on behalf of the new Library thanking them for their service. Chairman Maudsley directed that the County Librarian provide this to the Board at the January 27th, 2015 meeting.

E. NEW BUSINESS

1. Next Meetings

- 10:00 a.m., Tuesday, January 27, 2015
- 10:00 a.m., Tuesday, February 17, 2015
- 10:00 a.m., Tuesday, March 24, 2015
- 10:00 a.m., Tuesday, April 28, 2015
- 10:00 a.m., Tuesday, May 26, 2015
- 10:00 a.m., Tuesday, June 30, 2015
- 10:00 a.m., Tuesday, July 21, 2015
- 10:00 a.m., Tuesday, August 11, 2015
- 10:00 a.m., Tuesday, September 22, 2015
- 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 Albert Bannister

That the meeting adjourn at 11:02 am.

Carried.

Julie Gonyou, Secretary-Treasurer

Chair – Councillor Jim Maudsley

SECOND REPORT

MIDDLESEX COUNTY LIBRARY BOARD
10:00 am, TUESDAY, JANUARY 27, 2015
CAO Board Room, Middlesex County Building
London, Ontario

Members: Councillor Jim Maudsley, Councillor Marigay Wilkins and Citizen Appointees: Albert Bannister, Ian Brebner and Dave Jones. Also present: Julie Gonyou, County Librarian, and Lindsay Brock, Library Services Manager. Also in attendance was Tiffany Bolton, Branch Assistant and Christopher Harrington, Reference Librarian.

A. CALL TO ORDER

1. Appointment of Chair, Vice Chair, Secretary-Treasurer and SOLS Representative

Appointment of Chair

Moved by Dave Jones

Seconded by Albert Bannister

That Councillor Jim Maudsley be appointed Chair of Library Board.

Carried.

Councillor Maudsley, Chair, chaired the election of the Vice Chair, Secretary Treasurer and SOLS representative.

Appointment of Vice Chair

Moved by Councillor Wilkins

Seconded by Dave Jones

That Albert Bannister be appointed Vice Chair of Library Board.

Carried.

Appointment of Secretary Treasurer

Moved by Ian Brebner

Seconded by Albert Bannister

That Julie Gonyou be appointed Secretary-Treasurer of Library Board.

Carried.

Appointment of SOLS representative

Moved by Ian Brebner

Seconded by Albert Bannister

That Dave Jones be appointed Southern Ontario Library Services representative for the Library Board.

Carried.

2. Provision for disclosure of pecuniary interest None

3. Minutes

a) Minutes of the Library Board Meeting held on November 25, 2014

Moved by Dave Jones

Seconded by Ian Brebner

That the Minutes of the Middlesex County Library Board meeting held on November 25, 2014 be approved as presented. Carried.

b) Closed Session Minutes of the Library Board Meeting held on November 25, 2014 (paper copy to be handed out at the meeting)

Moved by Dave Jones

Seconded by Ian Brebner

That the Closed Session Minutes of the Middlesex County Library Board meeting held on November 25, 2014 be approved as presented. Carried.

c) Minutes of the Special Meeting of the Library Board held on Friday, January 9, 2015

Moved by Albert Bannister

Seconded by Marigay Wilkins

That the Minutes of the Special Meeting of the Middlesex County Library Board held on January 9, 2015 be approved as presented. Carried.

4. Visioning Topics

a) Library Services Review

- Power point presentation by Julie Gonyou, County Librarian

b) Employment Resource Centres: a History and Overview

- Power point presentation by Lindsay Brock, Library Services Manager; and Chris Harrington, Reference and Area Librarian

B. ACTION ITEMS

1. 2015 Library Budget

- Report from Julie Gonyou, County Librarian

Moved by Marigay Wilkins

Seconded by Dave Jones

That the 2015 budget estimates for the Library as presented be received and forwarded to Zero Based Budget Committee and County Council for further consideration and approval. Carried.

2. Delaware Library Open Hours
 - Report from Julie Gonyou, County Librarian

Moved by Dave Jones

Seconded by Albert Bannister

That the Delaware Library open hours be approved as outlined below, effective March 3rd, 2015:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	4-8pm		6-8pm		10-12pm

Carried.

3. Scheduled Outreach Service Agreements: Thames Valley Children's Centre & Family Service Thames Valley
 - Report from Julie Gonyou, County Librarian

Moved by Albert Bannister

Seconded by Ian Brebner

That the Scheduled Outreach Service Agreements with Family Service Thames Valley and Thames Valley Children's Centre be approved and that the Library CEO and Library Board Chairman be authorized to execute the agreement.

Carried.

C. CORRESPONDENCE AND INFORMATION ITEMS

1. System Circulation and System Internet Usage to December 2014 (with 2013 for comparison)
2. Information Services Usage Statistics – December 2014
3. Accounts Payable to January 13, 2015 totalling \$288,359.57
4. Newspaper article concerning Middlesex County libraries
5. County Librarian Update November 2014 to January 2015
 - Report from Julie Gonyou, County Librarian
6. Employment and Government Information Services Activity Report – November and December 2014
 - Report from Lindsay Brock, Library Services Manager
7. Reference Quarterly Report – October to December 2014
 - Chris Harrington, Reference Librarian

8. Library Accessible Technology - Grant Approved
 - Report from Julie Gonyou - County Librarian; and Jennifer Cowan – Accessibility Coordinator
9. Copies of thank you letters for donations to the Middlesex County Library

Moved by Councillor Wilkins

Seconded by Ian Brebner

That Items C.1 – LIB through C.9 – LIB be received for information.

Carried.

D. INQUIRIES

E. NEW BUSINESS

1. Next Meetings
 - 10:00 a.m., Tuesday, February 17, 2015
 - 10:00 a.m., Tuesday, March 24, 2015
 - 10:00 a.m., Tuesday, April 28, 2015
 - 10:00 a.m., Tuesday, May 26, 2015
 - 10:00 a.m., Tuesday, June 30, 2015
 - 10:00 a.m., Tuesday, July 21, 2015
 - 10:00 a.m., Tuesday, August 11, 2015
 - 10:00 a.m., Tuesday, September 22, 2015
 - 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 Councillor Marigay Wilkins

Seconded by Albert Bannister

That the meeting adjourn at 11:35 a.m.

Carried.

Julie Gonyou, Secretary-Treasurer

Chair – Councillor Jim Maudsley