FORT ERIE PUBLIC LIBRARY REGULAR BOARD MEETING CENTENNIAL BRANCH BOARDROOM MINUTES April 17, 2018

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Patrick Baichoo	
Kenneth Burden	
Nick Dubanow	
Larry Graber	
Susan Jovanovic	
Gerard McCutcheon	
George McDermott	
Terry Moore	
Barbara Ruegg	
STAFF PRESENT	GUESTS PRESENTS
Craig Shufelt, CEO	
Maria Brigantino, Business Administrator	
DELEGATES PRESENT	
0	
AUDIENCE – NUMBER OF PEOPLE IN	
ATTENDANCE	
0	

The meeting was brought to order by the Chair at approximately 5:28 p.m.

1. APPROVAL OF AGENDA

1.1 Approval of Agenda

18-020 Moved by: Barb Ruegg

Seconded by: Nick Dubanow

That the Agenda of the April 17, 2018 Regular Board Meeting be approved as amended to remove new business item 7.1 Verbal Report from Terry Moore as the SOLS meeting was canceled due to poor weather conditions and to add Closed Session item.

Carried

DECLARATION OF CONFLICT OF INTEREST 2.

None.

DELEGATIONS 3.

None.

CONSENT AGENDA

4.1 **Approval of Minutes:** Regular Board Meeting, April 17, 2018

4.2 **Approval of Minutes: Electronic Vote April 11, 2018** 4.3 **Confirmation of Accounts** Report # FIN-18-004: 4.4 **Report # CEO-18-010: Circulation for March**

4.5 Report # CEO-18-011: **Friends of the Library Minutes**

18-021 Moved by: Larry Graber

> Seconded by: Terry Moore

That Consent Agenda Items 4.1, 4.2, 4.3, 4.4 and 4.5 of the April 17, 2018 Regular Board Meeting be approved as recommended.

Carried

5. **BUSINESS ARISING FROM PREVIOUS MEETING**

None.

ACTIVITY REPORTS

6.1 Library Activity Report # CEOACT: 18-005

18-022 Moved by: Kenneth Burden

> Seconded by: Susan Jovanovic

That the Library Activity Report # CEOACT: 18-005 April 17, 2018, be accepted.

Carried

A copy of Report #CEOACT: 18-005 was circulated to Board members for information. Business arising from the report was a recommendation brought forward from the Federation of Ontario Public Libraries that Ontario Public Library Board's send letters of thanks to Key Ministers and local MPP's regarding the \$79 million in new funding for public libraries over three years.

18-023 Moved by: Nick Dubanow

Seconded by: Susan Jovanovic

That the Fort Erie Public Library Board send letters of thanks to key Ministers and the local MPP for supporting an increase in new funding for public libraries over three years.

Carried

7. **NEW BUSINESS**

7.1 **SOLS Trustee Meeting: Verbal Report: Terry Moore** Item Removed as meeting was canceled due to weather conditions

7.2 **Library Board Evaluation**

The semi-annual Library Board Evaluation forms were emailed to Board Members. Board Members were requested to return them to Larry Graber, Vice Chair. The Vice Chair reported he had received six responses from Board Members. All comments were positive with a consensus of those evaluations received that the Library Board is productive and continues to focus on the future.

7.3 Reciprocal Borrowing Niagara Falls Library Report #CEO-18-012

18-024 Moved by: Barb Ruegg

Seconded by: Terry Moore

That the Fort Erie Public Library Board enter into a reciprocal borrowing agreement with the Niagara Falls Public Library, in principle, with a formal contract to be worked out between the two libraries and presented to the

Board at a later meeting.

Carried

The CEO circulated a report outlining a meeting held with the CEO of the Niagara Falls Public Library to discuss reciprocal borrowing. As the Niagara Falls Public Library has recently moved to the same Evergreen ILS shared by our library cooperative (LINC), they are looking to increase cooperation throughout the region. The proposal would benefit our patrons by allowing them the opportunity to get a card from the Niagara Falls Public Library if they so choose. Library Board Members concurred with the recommendation to enter into a reciprocal borrowing agreement with the Niagara Falls Public Library.

8. **POLICY AND BY-LAWS**

None.

ENQUIRIES BY MEMBERS 9.

None.

10. MEETINGS

10.1 Regular Meeting of the Board Tuesday, May 15, 2018 5:30 p.m. Centennial Boardroom

11. **CLOSED SESSION**

Staff members were excused from the Closed Session while the Board took under consideration the CEO Performance Appraisal.

Moved by: 18-025 Terry Moore

> Seconded by: Larry Graber

That the Fort Erie Public Library Board does now enter into Closed Session at approximately 5:55 p.m. to discuss the following:

Human Resources Matter: CEO Performance Appraisal

Carried

Moved by: 18-026 Ken Burden

> Seconded by: Susan Jovanovic

That the Fort Erie Public Library Board does now rise from Closed Session at approximately 6:11 p.m. with a report.

Carried

18-027 Moved by: Nick Dubanow

Seconded by: Patrick Baichoo

That the Fort Erie Public Library Board accepts the recommendation of the committee to sign the CEO Performance Evaluation Form and to present it to the CEO. Vice Chair is to proceed as directed.

Carried

12. ADJOURNMENT

As there was no further business, the Chair of the Board declared the meeting adjourned at approximately 6:12 p.m.

The undersigned have reviewed the unapprove in preparation for distribution to the Municipal	ed Minutes of the April 17, 2018, Regular Board Meeting Council of the Town of Fort Erie.
Gerard McCutcheon, Chair	Craig Shufelt, CEO