

AGENDA

OXFORD COUNTY LIBRARY BOARD BOARD MEETING

Monday, August 12, 2019, 1:00 p.m.
Thamesford Public Library

1. CALL TO ORDER & CHAIR'S COMMENTS
2. APPROVAL OF AGENDA
3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
4. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING
 - 4.1 July 15, 2019
5. DELEGATIONS AND PRESENTATIONS
6. CONSIDERATION OF DELEGATIONS AND PRESENTATIONS
7. CONSIDERATION OF CORRESPONDENCE
8. REPORTS
 - 8.1 2019-13 Librarian's Report
RECOMMENDATION
 1. That the Board receive Report No. 2019-13 for information and discussion purposes.
 - 8.2 Tactical Committee Verbal Report - Marcus Ryan
9. UNFINISHED BUSINESS
10. NOTICE OF MOTIONS
11. NEW BUSINESS / ENQUIRIES / COMMENTS
12. CLOSED SESSION
13. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSION
14. ADJOURNMENT

OXFORD COUNTY LIBRARY BOARD

MINUTES

July 15, 2019

Norwich Public Library

Members Present Chair John Lessif
 Cathy Hamel
 Julia Harris
 Warden Larry Martin
 Councillor David Mayberry

Members Absent Councillor Don McKay
 Councillor Marcus Ryan

Staff Present L. Buchner, Director of Corporate Services
 L. Miettinen, CEO/Chief Librarian
 B. St. Clair, Recorder/Administrative Support Coordinator

1. CALL TO ORDER & CHAIR'S COMMENTS

1:01 p.m. with John Lessif in the chair.

Chair John Lessif welcomes Sheila Simpson who will facilitate a Tactical Planning Workshop immediately following the Board meeting.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: David Mayberry

Seconded By: Larry Martin

That the agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

4. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING

4.1 June 17, 2019

RESOLUTION NO. 2

Moved By: David Mayberry
Seconded By: Cathy Hamel

That the Library Board minutes of June 17, 2019 be accepted.

DISPOSITION: Motion Carried

5. DELEGATIONS AND PRESENTATIONS

6. CONSIDERATION OF DELEGATIONS AND PRESENTATIONS

7. CONSIDERATION OF CORRESPONDENCE

7.1 United Way Oxford, Kelly Gilson, Executive Director - Community Initiative Fund

RESOLUTION NO. 3

Moved By: Larry Martin
Seconded By: Julia Harris

That the communication from United Way Oxford be received.

DISPOSITION: Motion Carried

The Chair suggests that the Library Board send a thank you letter to the United Way for the Community Initiative Fund grant received in support of the Mobile Outreach project.

8. REPORTS

8.1 Statistics

RESOLUTION NO. 4

Moved By: David Mayberry
Seconded By: Julia Harris

That the Statistics for the six months ending June 30, 2019 be accepted.

DISPOSITION: Motion Carried

8.2 Financial Report

RESOLUTION NO. 5

Moved By: David Mayberry
Seconded By: Larry Martin

That the Financial Report for the six months ending June 30, 2019 be accepted.

DISPOSITION: Motion Carried

8.3 Librarian's Report

RESOLUTION NO. 6

Moved By: David Mayberry

Seconded By: Julia Harris

That the Board receive Report No. 2019-12 for information and discussion purposes.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

10. NOTICE OF MOTIONS

11. NEW BUSINESS / ENQUIRIES / COMMENTS

12. CLOSED SESSION

13. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSION

14. ADJOURNMENT

Library Board adjourns at 1:30 p.m. until the next meeting scheduled for August 12, 2019 at 1 p.m. at the Thamesford Public Library.

CHAIR

SECRETARY

To: Oxford County Library Board

From: CEO/Chief Librarian

Librarian's Report – August 2019

RECOMMENDATION

1. That the Board receive Report No. 2019-13 for information and discussion purposes.

The regular August Board meeting will be followed by the second Tactical Planning workshop, to be facilitated by SOLS Consultant Anne Marie Madziak. Notes from the July workshop as well as notes from the two staff meetings will be provided to the Board in advance of the Workshop.

The following suggested readings from Anne Marie Madziak have been forwarded to OCL board members as background information. Of particular note is the American Library Association's Library of the Future - Trends as this reading highlights some of the technological advances which libraries should be aware of when planning for the future.

Sector Profile: Ontario Public Libraries (Ontario gov't website)

<https://www.ontario.ca/document/environmental-scan-culture-sector-ontario-culture-strategy-background-document/sector-profile-public-libraries>

Library of the Future - Trends (American Library Association initiative)

<http://www.ala.org/tools/future/trends>

Library Tech Trends for 2019 – Jim Lynch

<http://www.techsoupforlibraries.org/blog/library-tech-trends-for-2019>

Current Technology Trends in Libraries – by John Garland

<https://princh.com/current-technology-trends-in-libraries/#.XUmlV29KiUk>

Staff meetings – input on tactical planning exercise

Branch staff were invited to attend informal roundtable discussions, with half of the staff attending a meeting on July 22 and the other half on July 29. A smaller group size allowed for more opportunities to participate. We introduced this practice in 2018, inviting branch staff to bring their ideas for system and branch-specific programs and services to inform the Business Plan development process. This year, we presented the Board's three tactical goals, as determined at the July 15 workshop, and invited branch staff feedback.

Branch staff have been asked to develop Value Statements and Elevator pitches as they

encounter transactions with customers in the branches that demonstrate impacts of library services.

Thamesford branch improvements

As reported to the Board previously, a new Youth Area for the Thamesford branch is being funded through memorial donations in memory of Arthur and Isabelle (Snetsinger) Varnum. To date, over \$9,700 has been received or pledged. Staff are working on a proposal for specific items to be discussed with the lead donors.

Branch and Staff Updates

- On July 31, I met with Nancy Orr, Economic Development Officer with Rural Oxford Economic Development (ROED). ROED is facing similar challenges as OCL with regard to getting its message about its services to the people of Oxford County, particularly in rural areas. We discussed ways in which we might be able to work together to increase awareness of each other's services, as well as ways in which the rural branches could serve as communal spaces for networking for the entrepreneurial and small business operators in rural Oxford.

SIGNATURE

Departmental Approval:

"Lisa Miettinen"

Lisa Miettinen
CEO/Chief Librarian