Present were: Chair T. Cowan, L. Armstrong, R. Deutschmann and R. Kelterborn

Also present: K. Bernstein, L. Bish, R. Horne, K. Seredynska and L. Smith

DECLARATIONS OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

None declared.

REPORTS

a) P-LIB-13-007, Region of Waterloo Library Service Plan Update, 2013

Lucille Bish, Director, Community Services, introduced the report and noted that all of the action items approved by Library Committee for 2013 have either been completed or are in progress.

Received for information

b) P-LIB-13-008, Region of Waterloo Library: 2014 Preliminary Budget

L. Bish highlighted the 2013 estimated actual budget and noted the base budget for 2014. She summarized the strategy for addressing new initiatives for 2014 and stated that one budget issue paper has been submitted.

MOVED by R. Deutschmann
SECONDED by R. Kelterborn

THAT the Library Committee approve the following with regard to the Region of Waterloo Library Budget, as contained in Report P-LIB-13-008, dated December 3, 2013:

   a) the 2014 Library Operating Budget with a net levy of $2,385,336;
   b) the 2014 Library Capital Budget;
   c) the 2014-2022 Library Capital forecast;

AND THAT the matter be referred to the Budget Committee.

   CARRIED

INFORMATION/CORRESPONDENCE

L. Bish stated that the introduction of the new branch hours has been the highlight of the quarter.

Received for information

b) Memo: Invitation to Join Federation of Ontario Public Libraries (FOLP)

T. Cowan stated that he was in agreement with staff’s proposal for responding to the invitation.

The Committee discussed the value of membership with various library associations. L. Bish will contact the new Executive Director for the Southern Ontario Library Service (SOLS) to determine what the focus areas will be in the upcoming year.

Received for information

OTHER BUSINESS

a) Council Enquiries and Requests for Information Tracking List was received for information.

b) Collections Update

Kelly Bernstein, Manager, Information Services, advised that she’s worked with the agency to set up parameters and that collections activity is scheduled to begin in January 2014.

The Committee requested that they be advised promptly should any negative feedback be received from residents.

c) Fall 2013 Staff Newsletter

The most recent edition of the newsletter was distributed to members.

d) Ayr Branch bequest

L. Bish provided details about a bequest made to the Ayr Public Library. An acknowledgement letter will be prepared to the benefactor’s family. Staff will prepare proposals for the Committee’s consideration about how the bequest can be allocated. R. Deutschmann requested contact information so that the Township could also send correspondence.

In response to a question from the Committee, Larry Smith, Financial Analyst, advised that the donation will held in a reserve fund.

e) Wellesley Library

R. Kelterborn provided details about a fundraising initiative established to enhance the youth section of the library branch.

NEXT MEETING – April 1, 2014

ADJOURN

MOVED by R. Kelterborn
SECONDED by L. Armstrong
THAT the meeting adjourn at 2:36 p.m.

CARRIED

COMMITTEE CHAIR, T. Cowan

COMMITTEE CLERK, S. Natolochny