MINUTES OF THE GENERAL MEETING OF THE SOUTH SHORE REGIONAL BOARD, JANUARY 17, 2006 HEADQUARTERS AT 6:00 P.M.

Present: Chair Don Zwicker
Councillor Beverlee Brown
Mrs. Cynthia Bruhm
Councillor Karen Dempsey
Ms. Amanda Dexter
Ms. Clara Dugas
Ms. Tina Hennigar
Ms. Marie Hogan Loker
Ms. Debbie MacLean
Councillor Robert Myra
Mr. Tom Sheppard
Mrs. Wilma Stewart-White
Mr. Alan Wilson
Mr. Jeff Mercer, Branch/Extension/Systems Librarian
Ms. Cathy MacDonald, Mobile/Technical Services Librarian
Ms. Teresa Workman, Public Relations Coordinator
Ms. Lynn Robart, Recorder

Winnifred McCarthy represented the Staff Association.

Councillor Heather-Anne Getson and Councillor Wayne Henley were unable to attend.

Chief Librarian Janet Clark has had surgery and will be away for the next few weeks. Board agreed to send her a $50 flower arrangement.

Chair Zwicker introduced Amanda Dexter and Tina Hennigar as the newest Board Members.

Chair Zwicker informed the new members that their orientation will take place when Janet Clark returns. Both new Board Members were asked to give a brief introduction.

Ms. Amanda Dexter is a substitute Teacher for Annapolis Valley School Board, teaching Grade 3 beginning in February and she has recently spent the last three years in Alberta.

Ms. Tina Hennigar has two small boys, lives in Mahone Bay and works for Lighthouse Publishing. Ms. Hennigar looks forward to this process.

Motion: "THAT the South Shore Regional Library Board agenda have two items added to the agenda: C@P Funding and Leave without pay request."
BROWN/Dempsey All in favour. Motion carried.

MINUTES

Motion: "THAT the South Shore Regional Library approve the minutes of November 15, 2008 meeting as circulated with the proper corrections made."

DEMPSEY/Dugas All in favour. Motion carried.

BUSINESS ARISING FROM THE MINUTES

.01 New Bridgewater Library Update

Chair Zwicker reported there has been some progress. A letter has been written by Chair Zwicker and Mayor Publicover to Canadian Tire Real Estate requesting permission to do an assessment on the building regarding if it is structurally sound enough for a new library. No response has been received by meeting time. A draft of "Request for Proposal for Assessment of a Building and a Site for Suitability as a Library", with input from staff from the Town of Bridgewater and the Municipality of the District of Lunenburg, was circulated to the Board. Chair Zwicker requested that the Board look it over and submit any concerns to Teresa Workman. We are applying for additional funding from the Office of Economic Development (OED) Community Economic Development Fund. Councillor Brown informed the Board that there has been another proposal submitted to Canadian Tire for purchasing the property. Councillor Dempsey suggested that someone call Canadian Tire to see what the status is at this time; Chair Zwicker agreed to call. Chair Zwicker read some of the information that Teresa Workman had compiled regarding the former Canadian Tire Store, located at 200 Dufferin St. and owned by Canadian Tire Corporation. The building was built in 1975, an addition was added in 1988, creating a total space of approximately 33,000 (21,899 on the main level and 11,155 on the mezzanine). It is zoned C# - Group Commercial. It is located on a 4 acre, paved site with 150 parking spaces. Its assessed value in 2005 was $1,032,400. Ms. MacLean brought up concerns regarding the environmental concerns about the site. Mr. Wilson agreed with her and the Board all agreed that the last section on page 4 be removed. Councillor Brown added that once the Library has decided what they want, the town will take the lead.

Motion: "THAT the South Shore Regional Library Board remove the last section on Page 4 of the 'Request for Proposal.'"

MACLEAN/Wilson All in favour. Motion carried.

Chair Zwicker reported in the November 2005 Board Minutes that he was making a presentation on December 5th to the Town of Bridgewater, which did not take place because Bridgewater Council dealt with the issue the week before.

.02 Audit Committee – Tabled until Janet Clark returns.

ITEMS RECEIVED

.01 Patrice d'Entremont – Leave extension*

A request from Patrice d'Entremont to extend her leave.

Motion: "THAT the South Shore Regional Library extend Patrice d'Entremont's leave without pay for three months with a return date of June 1, 2006."
SHEPPARD/Myra All in favour. Motion carried.

.02 Town of Mahone Bay

The Town of Mahone Bay wrote to notify us that they have reappointed Wilma Stewart-White as their Town's representative on the Library Board.

GIFT AND DISPLAY POLICY

A section of the Gift and Display policy with revisions were distributed with the Notice of Meeting. The policy needed to be revised due to art display at the Thomas H. Raddall Library. The Board brought forward a number of concerns, which included: liability (insurance) and content of product.

Motion: "THAT the Gift and Display Policy be rewritten with the Board's concerns and input and brought back at the next Board Meeting."
MACLEAN/Wilson All in favour. Motion carried.

LIBRARY MAIL RATE

Chair Zwicker reported to the Board that the Library Mail Rate is only in place until March 31, 2006. Councillor Brown had written a letter to Gerald Keddy (MP) regarding this matter. A question to the candidates was sent to the Chester Clipper on this topic but has not yet been printed. The Board requested that Teresa send a question to CKBW for their forum on January 19th. Teresa also added that postcards were sent out with each book mailed. Marie Hogan Loker said that LBANS was working on the item also.

CHEQUES ISSUED NOVEMBER AND DECEMBER 2005

Motion: "THAT the Library Board receive the November and December 2005 cheques totaling $102,682.77 and $61,424,62 respectively".
BROWN/Wilson All in favour. Motion carried.

GREAT WEST LIFE GROUP INSURANCE RENEWAL

A letter was received from our Insurance Broker G. Cook & Sons Financial Services Inc. stating that the Library's Group Insurance Renewal is due February 1, 2006. Overall pricing has been adjusted down by 1.2%.

Motion:	"THAT the South Shore Regional Library Board renew employee benefits plan provided by Great West Life effective February 1, 2006."
SHEPPARD/Brown	All in favour. Motion carried.

PUBLIC RELATIONS REPORT – see attached

Teresa added that the Adopt-a-Book campaign this year went well overall, and funds are still coming in. Lighthouse Publishing was our corporate sponsor and many thanks to them. This year was the first time we put our programs in the Recreation guide which was distributed to 25,000 homes and branch staff reported that the phone rang off the hook the next day and some programs are filling up fast. We received permission from the British Columbia Library to use their last summer's reading program called "Undercover Reader". British Columbia Library will be sending their remaining program materials to us, which will more than cover our region for this summer. Tom Sheppard added what a good turn out for the Guppy's Fundraiser and Teresa added that we raised approximately $111.

LBANS REPORT – see attached

C@P

Jeff reported that C@P funding has come through to hire two students, one for the Lunenburg High School C@P Site and one for the Liverpool C@P site until March 31st. Jeff also reported that the funding for C@P is uncertain after March 31st but we will keep the Board informed. Councillor Dempsey asked who advocates for funding. Jeff reported that it was the Nova Scotia C@P chairs, of which he is one.

LEAVE WITHOUT PAY

Motion:	"THAT the South Shore Regional Library Board grant Winnifred McCarthy a leave without pay from February 13 - March 2 for personal reasons."
SHEPPARD/Myra	All in favour. Motion carried.

SCHOOL VISITS

Tom Sheppard requested that staff work out a cost for school visits, to see if it is feasible to go to elementary schools more often. Cathy responded that she had e-mailed all the Elementary School Principals regarding a visit and a few did respond. She also added that we have only so much time and so many people but she would do a cost for him for the next meeting.

STAFF ASSOCIATION

Winnifred McCarthy attended on behalf of the Staff Association and she said she always enjoyed the Board meetings. She also informed the Board that she attended one of our three Senior Cafés this morning in Lunenburg where there were 16 people in attendance, considerably higher than last month. She explained to the Board how the Seniors Café originated from Pictou Antigonish Regional Library and we put our own spin on it. We now have a Seniors Café in each Town Branch once a month. Winnifred is planning to retire in July and hopes maybe to do some volunteer work for the Seniors Café. Winnifred also added that she appreciates staff representation at the Board Meeting.

LITERACY

Jeff Mercer and Don Zwicker are attending a seminar in Halifax on Thursday on the International Adult Literacy and Skills Survey that was recently conducted.

DATE AND TIME OF NEXT BOARD MEETING

The next Board Meeting will be Tuesday, February 21, 2006 at 6:00 p.m.

Councillor Brown will be unable to attend February and March Board meetings.

ADJOURNMENT

Alan Wilson moved the meeting be adjourned.

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Don Zwicker, Chair

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Jeff Mercer, Branch/Extension/Systems Librarian

1South Shore Regional Library
Public Relations Report
December 2005 - January 2006

Fundraising

It's a wrap on Adopt-A-Book 2005 and the numbers are impressive. A raft of generous donors came forward to donate in person, by mail and via our website. Thanks to their generosity there will be over 320 new books worth a total of $10,100+ on our shelves in the days and weeks to come. Special thanks goes to Lighthouse Publishing for their continuing, generous sponsorship of Adopt-A-Book in 2005 and for the previous three years. We're still receiving donations so our total will continue to rise. Thanks to Peggie, Lynn, Sandra, Cathy and Sharon H. for their effort to, once again, make Adopt-A-Book a success.

The Friends of the South Shore Regional Library participated in a fundraiser at Guppy's Place Family Restaurant in New Germany on Wednesday, January 4. Guppy's donated 20% of the total sales for the evening to the Friends. We have not received a total yet, but estimate that about 45 people dined at the restaurant during the evening. Peggie has received $300 from Sport Nova Scotia to initiate a membership drive for the Friends group. This will be used for advertising and brochure production. A marketing student from NSCC has chosen us as her "project" for preparing a marketing plan. We will use her skill in developing a plan for the Friends membership Drive.

Our HRSDC Job Creation Partnership Program, which funds our programmer Heather Stevens, has agreed to pay a portion of a one year VHS/DVD site license from Audio Ciné Films. This allows us to launch a new type of program - movie night at the Library. The program begins in early January with classic movies in Liverpool and family movies in Lunenburg.

A number of fundraising applications are currently active and include the following:

- Queens County Community Health Board – funding for a large screen for use at movie nights and community events at the Thomas H. Raddall Library, amount requested $1,411;
- Lunenburg County Community Health Board – funding for a project called "Check out Walking" that would see pedometers available for check out at library branches, partnerships with the Municipality of the District of Lunenburg and additions to our fitness/recreation/sport collection, amount requested $2,618.
- Nova Scotia Health Promotion – funding for a project called "The World in a Suitcase" that involves increased physical activity and organized library visits for Grade 3 students. In addition to partnerships with the Southwest Regional School Board, the project will also see funds dedicated to purchasing age-appropriate materials to promote physical exercise/recreation/sport, amount requested $4,000. Note: The South Shore Representative has advised that the provincial program funds have been spent for the current year; however, she indicated that a similar application in the new fiscal year would be viewed favourably.

The Library has received notification of approval of Canada Council funding, in the amount of $1,800. for author readings in April (Catherine Bush) and July (Margaret Atwood). Both readings will be held in Lunenburg. The Friends of the South Shore Regional Library have received

funding from Recreation Nova Scotia ($300) for a membership drive. In conjunction with this campaign, we will be working with a student from the Nova Scotia Community College, who will develop a marketing strategy and implementation plan. The Friends are also researching possible fundraising events such as a dinner to be held in fall 2006.

New Library

The Town of Bridgewater Council has agreed to fund 75% of an assessment on the former Canadian Tire site (to assess its suitability as a new Library for Bridgewater and area), to a maximum contribution of $6,000. I have approached the Office of Economic Development (OED) about funding the remaining portion of the study, which initial queries indicate will cost approximately $8,000. OED seems receptive, although may not be able to approve the application until the next fiscal year. Mayor Publicover and Chair Don will contact Canadian Tire to get the go ahead to carry out the assessment. Environmental and structural assessments will also have to be done, once the library planning study is complete.

Programs

Our "coup" this month is inclusion in the Cooperative Recreation Guide. 21,000 copies were distributed to Lunenburg County homes with the flyers on January 2nd. When the Library opened on January 3, staff at Bridgewater commented that phones were "ringing off the hook". Basic computer courses in Lunenburg and Bridgewater filled up the first day, and 13 seniors attended the Seniors' Library Café, many of them attending for the first time. A similar flyer will be distributed to 5,400 homes in Queens County on January 8th. Full program details are available in the guide, or online at www.ssrlibrary.ca

The What's New at the Library column continues weekly in the Lighthouse Log. Lighthouse has given us this space as a more reliable way of advertising our weekly programs and services.

Respectfully submitted,

Teresa Workman
Public Relations Coordinator

LBANS Report
January 17, 2006

The LBANS Executive met in Truro on Saturday, January 14. The agenda included a summary of the meeting with Minister Muir which took place on November 29, and LBANS' proposed response to the results of that meeting.

Present at the meeting with Minister of Education: Drew Campbell, assistant to the Minister, Jennifer Evans, Provincial Librarian, Janet Ness, LBANS President, John Patterson, LBANS Past president, Leo McKenna, Chair, Halifax Public Library Board, Gary Archibald, LBANS Executive Secretary.

LBANS representatives gave the Minister examples from the regions of library involvement in community integration of immigrants. Child and adult literacy, life-long learning and technology and computer literacy.

Topics discussed with the Minister were:
Operational funding and the funding formula
Capital funding
Provincial appointments to library boards
Library staff pensions
Mail rate

Operational funding and the funding formula;
Janet Ness told the Minister of the need for the Department to fund libraries in a multi-year funding agreement based on the recommendations of the latest Funding Formula Committee Report. The Minister agreed that there should be multi-year funding as there have been similar agreements with universities and health boards. But his priority for the first year would be to attempt to include the $750,000 in supplementary funding that he has managed for the past three years to form part of the base. He would then be prepared to negotiate for the following years of the agreement. He indicated that the whole process would have to be agreed upon by Cabinet. After repeated questioning by Janet re: the need for additional, on-going funding it became clear that the Minister is not going to bring in the Funding Formula recommendations. He suggested that LBANS send letters to him and to the Minister of Finance. LBANS will meet with new Ministers.

Capital funding:
The Minister said that this was three-governmental program agreement. To make changes would require permission of the federal as well as provincial departments. LBANS will write to the federal department requesting that library building be part of the infrastructure grant.

Provincial appointments to library boards:
Jennifer will work with Chief Librarians to maintain an up-to-date list of appointments. Drew will move the process along more quickly. Regional library boards will be asked to assist in funding candidates.

Pensions:
The Minister has written to the Minister of Finance regarding library staff jointing the provincial employee pension plan.
LBANS will meet with the Minister of Finance to again present this issue.

Mail rate:
The Minister suggested the continuation of all campaigns to keep the library rate and expand it to include all library materials.
LBANS is aware that Federal Finance Minister John McCallum indicated in July. 2005 that the rate will continue past April 2006, but that Chief Librarians have some concerns regarding the use of the rate that must be addressed.

LBANS will now examine each library region in the province to see how close libraries are to functioning at the pre-determined government level of standards for public libraries. This information will be compiled and presented in writing and in person to the Minister of Education. Chief Librarians will be asked what their regions need in terms of infrastructure upgrades and maintenance and this information will be given to the Minister.

The NSLA/LBANS Fall Conference will be held from September 29 to October 1 at the Lord Nelson Hotel in Halifax.