

Mission Statement

Freedom to Discover

Strategic Priorities

*A Community Beacon Relevant and Responsive
A Creative and Changing Organization*

HAMILTON PUBLIC LIBRARY BOARD

**Regular Board Meeting
Wednesday, November 21, 2012
Central Library, Board Room**

5:30 p.m. Dinner
6:00 p.m. Meeting

AGENDA

Introduction of Bobbie Smith, Communications Manager

1. Discussion Period

2. Acceptance of the Agenda

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, October 17, 2012 Attachment #3

4. Presentations

- 4.1 Partnerships Update – L. Lukasik/R. Raven
- 4.2 Board Bylaws – P. Takala
- 4.3 ILS – M. Sakaluk/P. Takala

5. Consent Items

6. Business Arising

- 6.1 2013 Operating Budget – R. Hewitt Attachment #6.1
Suggested Action: Recommendation

7. Correspondence

Attachment #7
Suggested Action: Receive

Letter to Mr. Chris Rivait, President, The Waterdown-East Flamborough Heritage Society dated October 1, 2012 from Mr. Paul Takala

Letter to Library Board Chair dated November 1, 2012 from David Allen, Chief Executive Officer, Federation of Ontario Public Libraries

8. Reports

8.1 Chief Librarians Report

Attachment #8.1
Suggested Action: Receive

9. New Business

9.1 2013 Board Meeting Dates

Attachment #9.1
Suggested Action: Recommendation

9.2 Nominating Committee

Attachment #9.2
Suggested Action: Recommendation

10. Private and Confidential

10.1 Report from the Performance Review Committee Oral Report

11. Date of Next Meeting

Wednesday, December 19, 2012

Central Library, Board Room, 5th Floor

5:00 p.m. Dinner

6:00 p.m. Meeting

12. Adjournment

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HAMILTON PUBLIC LIBRARY BOARD
Regular Board Meeting

Wednesday, October 17, 2012

Central Library, Board Room

5:30 p.m. Dinner

6:00 p.m. Meeting

MINUTES

PRESENT: George Geczy, Jennifer Gautrey, Wenda Tulloch, David Simpson, Richard Bagdonas, Councillor Pearson, Councillor Jackson, Nicolas vanVelzen

REGRETS: Suzan Fawcett, George Nakamura, Kathy Baker

STAFF: Karen Anderson, Paul Takala, Lisa DuPelle, Robin Hewitt, Rebecca Raven, Michael Ciccone, Karen Hartog

GUESTS: Maureen Johnson

Mr. Geczy called the meeting to order at 6:07 p.m.

1. Discussion Period

- 1.1 The Hamilton Gallery of Distinction Awards dinner is being held on November 7th. Board Members interested in attending the dinner should contact Karen Hartog.
- 1.2 Ms Anderson provided an update on the Lynden Branch. It was reported that there will be a slight delay for the completion of the construction project. It is expected that the new Lynden Branch will open in early January 2013.

2. Acceptance of the Agenda

MOVED by Councillor Pearson, seconded by Ms Gautrey,

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, September 19, 2012

MOVED by Mr. vanVelzen, seconded by Ms Tulloch,

THAT THE MINUTES OF WEDNESDAY, SEPTEMBER 19, 2012 MEETING BE ADOPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

4.1 Summer Reading Program – RR

Ms Johnson and Ms Raven provided an overview of the 2012 Summer Reading Club program. A new approach for the program was developed in 2012. Board Members expressed their gratitude and excitement for the new program to all involved HPL staff.

4.2 Social Media Update – MC

Mr. Ciccone reported on the various social media formats available in providing the public with HPL news. The most followed formats are Twitter and Facebook.

5. Consent Items

No consent items.

6. Business Arising

6.1 Capital Budget – RH

MOVED by Ms Gautrey, seconded by Ms Tulloch,

THAT IN ADDITION TO THE CAPITAL BUDGET PREVIOUSLY APPROVED, THE LIBRARY BOARD APPROVE THE CAPITAL BUDGET SUBMISSION TO THE CITY OF HAMILTON FOR 2013 AS INDICATED IN TABLE 1.

THAT IN ADDITION TO THE RESERVE ALLOCATION PREVIOUSLY APPROVED IN SEPTEMBER 2012, THE LIBRARY BOARD APPROVE THE ALLOCATION OF LIBRARY RESERVES FUNDS AS INDICATED IN TABLE 1 FOR 2013.

TABLE 1: CAPITAL BUDGET SUBMISSION 2013

LOCATION	FUNDED FROM DC'S	FUNDED FROM LIBRARY RESERVES	TOTAL
WATERDOWN (FURNISHINGS)	260,000	40,000	300,000

MOTION CARRIED.

7. Correspondence

No correspondence.

8. Reports

8.1 Chief Librarians Report

MOVED by Mr. Simpson, seconded by Councillor Pearson,

THAT THE REPORT BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

8.2 Report from the Audit Committee

MOVED by Mr. Simpson , seconded by Mr. Geczy,

THAT THE MINUTES OF WEDNESDAY, OCTOBER 9, 2012 MEETING BE ADOPTED AS PRESENTED.

MOTION CARRIED.

MOVED by Mr. Simpson, seconded by Councillor Jackson,

THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE FOLLOWING PROTOCOLS REGARDING THE APPROVAL PROCESS FOR CHIEF LIBRARIAN EXPENSES.

1. **ALL TRAVEL EXPENSES GREATER THAN \$2,000 BE APPROVED BY THE BOARD CHAIR OR VICE CHAIR.**
2. **ALL MONTHLY P-CARD (VISA) EXPENDITURE REPORTS BE SIGNED OFF BY THE BOARD CHAIR OR VICE CHAIR.**

MOTION CARRIED.

9. New Business

9.1 CNIB Digital Hub - PT

MOVED by Councillor Jackson, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY AGREES THAT PUBLIC LIBRARY SERVICE IS A CRITAL COMPONENT TO EQUITABLE ACCESS TO PUBLISHED MATERIALS.

THAT THE HAMILTON PUBLIC LIBRARY ENDORSES THE PRINCIPLE THAT CANADIANS WITH PRINT DISABILITIES SHOULD NOT NEED TO RELY ON A CHARITY TO RECEIVE LIBRARY SERVICE AND THAT THE CURRENT DIGITAL HUB MODEL PROPOSED BY THE CNIB SHOULD RECEIVE ONGOING FUNDING FROM THE FEDERAL AND PROVINCIAL GOVERNMENTS.

THAT THE HAMILTON PUBLIC LIBRARY ENDORSES THE PUBLIC LIBRARY COMMUNITY WORKING WITH THE CNIB ON THEIR DIGITAL HUB PROPOSAL TO DEVELOP AN EQUITABLE DISTRIBUTION MODEL FOR ACCESSIBLE FORMATS FOR ALL CANADIANS.

MOTION CARRIED.

9.2 Operating Budget 2012 Update - RH

MOVED by Councillor Pearson, seconded by Mr. Bagdonas,

THAT BUDGET VARIANCE REPORT AS AT AUGUST 31ST, 2012 AND ESTIMATE TO DECEMBER 31, 2012 BE RECEIVED.

MOTION CARRIED.

9.3 Operating Budget 2013 - RH

MOVED by Mr. vanVelzen , seconded by Ms Gautrey,

THAT THE ATTACHED 2013 DRAFT OPERATING BUDGET BE ACCEPTED FOR INFORMATION.

MOTION CARRIED.

9.4 Library Hours – KA

MOVED by Councillor Jackson, seconded by Ms Tulloch,

THAT THE ATTACHED PUBLIC SERVICE HOURS REPORT BE ACCEPTED FOR INFORMATION AND COMMENT.

MOTION CARRIED.

10. Private and Confidential

No private and confidential items.

11. Date of Next Meeting

Wednesday, November 21, 2012

Central Library, Board Room, 5th Floor

5:30 p.m. Dinner

6:00 p.m. Meeting

12. Adjournment

MOVED by Ms Gautrey, seconded by Mr. Bagdonas,

**THAT THE MEETING OF WEDNESDAY, OCTOBER 17, 2012 BE
ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 8:40 pm

Minutes recorded by Karen Hartog.



Hamilton Public Library

Date: November 21st, 2012
To: Chair and Members of the Board
c.c. Paul Takala, Chief Librarian
From: Robin Hewitt, Director, Finance and Facilities
Subject: **2013 Operating Budget**

RECOMMENDATION:

THAT THE ATTACHED 2013 OPERATING BUDGET BE APPROVED FOR SUBMISSION TO THE CITY OF HAMILTON.

BACKGROUND:

The following resolutions were presented to and approved by the General Issues Committee for the City of Hamilton at its meeting on September 28th, 2012.

14. 2013 Tax Budget Guideline and Preliminary Outlook (FCS12065) (City Wide)

(a) That 2013 user fees (excluding golf, transit and ice fees) be increased by an inflation rate of 2.3% (Ontario CPI), and that any user fee adjustments, other than inflationary, be forwarded for consideration with appropriate explanation;

(b) That Boards & Agencies be requested to submit a 2013 budget based on a guideline of 0% increase, and that any increase be forwarded for consideration with appropriate explanation;

(c) That, in an effort to achieve the goal of an overall tax impact of zero percent for City Services, all City departments target a 2013 budget guideline of 0% increase, and that any increase be forwarded for consideration with appropriate explanation.

The Hamilton Public Library is legislated under the Ontario Public Libraries Act.

The attached budget was prepared by staff with a view to follow this guideline without a reduction in the level of service. The Council direction for Boards and Agencies in 2012 was 0%, and the Library submitted a budget of 1%.

The 2013 Operating Budget is currently at a requested municipal contribution of \$28,038,610 which is an increase of \$0 or 0.0% over the 2012 Restated Operating Budget of \$28,038,610.



Department	Account	2012 Budget Restated	2013 Budget Draft	2013 Draft/Requested vs. CY Restated Budget	
				\$	%
Library	Net Levy	28,038,610	28,038,610	-	0.0%
	Net Levy	28,038,610	28,038,610	-	0.0%
	Expense	30,138,680	29,810,470	(328,210)	-1.1%
	EMPLOYEE RELATED COST	20,309,730	20,084,480	(225,250)	-1.1%
	MATERIAL AND SUPPLY	4,083,500	4,010,600	(72,900)	-1.8%
	VEHICLE EXPENSES	63,430	64,890	1,460	2.3%
	BUILDING AND GROUND	1,684,190	1,563,400	(120,790)	-7.2%
	CONTRACTUAL	1,971,990	2,086,890	114,900	5.8%
	RESERVES / RECOVERIES	1,676,930	1,668,940	(7,990)	-0.5%
	COST ALLOCATIONS	235,070	237,430	2,360	1.0%
	FINANCIAL	113,840	93,840	(20,000)	-17.6%
	Revenue	(2,100,070)	(1,771,860)	328,210	-15.6%
	FEES AND GENERAL	(569,350)	(604,350)	(35,000)	6.1%
	MISCELLANEOUS REVENUE	-	(1,200)	(1,200)	100.0%
	GRANTS AND SUBSIDIES	(1,530,720)	(1,166,310)	364,410	-23.8%

The following drivers contribute to the budget increase:

HAMILTON PUBLIC LIBRARY - 2013 BUDGET DRIVERS			
Expense/Revenue	Amount	% Increase	Reason
Employee Related	(225,250)	-2.1%	5.19 reduction in FTE due to loss of JDC funding, reduction in budgeted benefits, retro pay and other earnings, offset by increases in salaries and wages of 1.9%. (FTE's: 2012 were 314.33 and 2013 is 309.14)
Material & Supply	(72,900)	-1.8%	Reduction in operating supplies (\$65K) based on actuals. Reduction of Service Reader budget (\$5K).
Vehicle Expense	1,460	2.3%	Fleet vehicle charges and license fee increases
Building and Ground	(120,790)	-7.2%	Reduction in data line (\$40K), Hyrdro for Rockton (\$11.1K), IP Telephony charges (\$9.6K) and Security (\$60K).
Contractual	114,900	5.8%	Reduction in rent-equipment and rent-buildings and servers (\$20K) & Service checkpoints (\$7.1K) \$200,000 pressure for bed bug prevention and control.
Reserves/Recoveries	(7,990)	-0.5%	Vehicle insurance increased (\$1.6K) but offset by a reduction in building insurance (\$25K). \$6K reduction for Rockton rent.
Cost Allocations	2,360	1.0%	1% increase across the board from the City.
Financial	(20,000)	-17.6%	\$20K reduction in legal fees (based on historical actuals).
Revenue	328,210	-15.6%	Loss of JDC funding (364.4K). Increase in photocopier revenue (\$20K) and fines for lost books (\$15K).
Total	-	0.0%	



Hamilton
Public Library

October 1, 2012

Mr. Chris Rivait
President
The Waterdown-East Flamborough Heritage Society
PO Box 1044
Waterdown, ON L0R 2H0

Dear Mr. Rivait:

Further to your letter dated September 10, 2012 regarding a request for a letter of support from the Hamilton Public Library Board, I am writing to advise that at its meeting of Wednesday, September 19th, the Hamilton Public Library Board passed the following motion:

MOVED by Ms Baker, seconded by Ms Fawcett,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD
AUTHORIZE THE CHIEF LIBRARIAN TO ENTER INTO A
PARTNERSHIP AGREEMENT BETWEEN THE HAMILTON
PUBLIC LIBRARY AND THE WATERDOWN EAST-
FLAMBOROUGH HERITAGE SOCIETY CONCERNING THE
PROVISION OF ARCHIVAL SERVICES TO FLAMBOROUGH
AND TO ENTER INTO A LEASE AGREEMENT WITH A
MINIMUM FIVE YEAR TERM WITH OPTIONS FOR
RENEWAL.**

MOTION CARRIED.

Currently, design for our new Waterdown Library is being finalized with construction scheduled in 2013. When the Waterdown Library and Civic Centre opens in early 2014, the Flamborough Archives will be an integral part of the Library and we look forward to our continued partnership with the Waterdown-East Flamborough Heritage Society.

Yours,

Paul Takala
Chief Librarian and Secretary to the Library Board

November 1, 2012

Library Board Chair
Hamilton Public Library
55 York Boulevard
PO Box 2700 LCD 1
Hamilton, ON L8N 4E4

Dear Library Board Chair:

Once again, we invite your library to become a member of the Federation of Ontario Public Libraries. The Federation is a not-for-profit membership association established in 2005 to provide a single, strong voice for public libraries in Ontario to enhance library policies and programs. Its services focus on four strategic pillars: advocacy, marketing, research and consortia purchasing.

The Federation represents public library corporations, unlike other library organizations that are professional associations, administrators' groups or agencies of government. Therefore it alone can speak authoritatively for public libraries in Ontario. Its membership has a good cross section of libraries of all sizes and from all geographic regions. The Federation's 221 members are responsible for serving almost 80% of Ontario's population. Its Board of Directors is composed of an equal number of library board trustees and library chief executives.

Population Served by Member Library	Number of Federation Members
Under 15,000	144
15,001 – 50,000	35
50,001 – 100,000	13
100,001+	21
Associate Members	8
Total	221

But the Federation could be even stronger if your public library joined our membership rolls. We strongly encourage your library to do so. Only through your involvement can we work with you, and for you, as we speak with "One Voice for Ontario Public Libraries".

In the seven years since the creation of the Federation, we have accomplished much in the areas of advocacy, marketing and research. We have established ourselves as a credible source of information and perspective on the public library sector in the eyes of funders and policy makers. We have strengthened the Federation's relationships with key decision makers and partners, and have taken advantage of opportunities to tell funders, the media and the general public how public libraries are indispensable to the economic growth and the quality of life of our communities. We have also undertaken various research initiatives that are building our case for support. Listed on the next few pages are our significant accomplishments over the past year or so.

November 1, 2012

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Hamilton Public Library
55 York Boulevard
PO Box 2700 LCD 1
Hamilton, ON L8N 4E4

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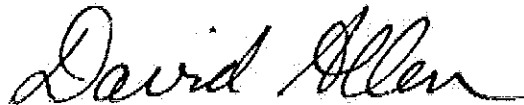
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Enclosed is the 2013 Membership Application Form, which we hope you will complete and return at your earliest convenience. Payment of 2013 membership fees is due by January 15, 2013. Only paid up members in good standing are eligible to attend and vote at the Federation's Annual General Meeting in Toronto during OLA's Super Conference.

Please give serious consideration to becoming a member of the Federation. With your added support, Ontario's public libraries have a much brighter future.

Sincerely,

A handwritten signature in cursive script that reads "David Allen". The signature is written in black ink and is positioned above the printed name and title.

David Allen
Chief Executive Officer

Federation's Key Accomplishments in the Past Year October 2012

- We secured approximately 30 different face to face meetings with MPs, MPPs and senior bureaucrats to discuss our top four priorities:
 - Increasing the provincial Public Library Operating Grant (PLOG) and overhauling its allocation formula;
 - Gaining access to government funding streams related to emergent/early literacy programming;
 - Obtaining Ontario public library infrastructure support; and
 - Seeking federal funding dedicated exclusively to First Nation public libraries.

These priorities are now on government's radar.

- We modified our proposed funding model for PLOGs on the advice of Ministry staff, so that its implementation period is now five years rather than two, and 2011 Census and CPI figures are used rather than 2006 figures. The funding envelope now being sought is \$50.9 million, a \$32.2 million increase from its current \$18.7 million.
- We retained the University of Toronto's Ontario Institute for Studies in Education (OISE) to research the outcomes of preschool literacy programs delivered by public libraries. The following are highlights of the evidence gathered:
 - Participating children demonstrated many early literacy behaviours and understandings considered by leading early researchers and experts to be foundational to later literacy success.
 - Early literacy library programs were particularly strong in meeting parents'/caregivers' goals of fostering children's school readiness and their motivation to read.
 - Library staff served as excellent literacy models for parents/caregivers, enabling them to make reading with their children more engaging and more productive.

OISE's research will soon be published in the peer reviewed magazine, *Partnership: the Canadian Journal of Library and Information Practice and Research*. OISE researchers will present their findings at the OLA Super Conference.

- We retained Monteith Brown Planning Consultants to identify the condition of existing Ontario public library facilities and to place a dollar value on the infrastructure obligation required to ensure those facilities meet current and future community needs. The study concluded that:
 - Ontario's public library infrastructure is in crisis and needs immediate attention.
 - The estimated public library capital infrastructure obligation in Ontario is \$1.4 billion at present.

- If not properly addressed, this obligation will grow to \$2.1 billion by 2021. The Federation of Ontario Public Libraries is advocating for the creation of an ongoing sustainable senior government funding program designated exclusively for proper maintenance, renewal, renovation, rehabilitation and expansion of Ontario public libraries.
- We supported First Nation public libraries by making a submission to the National Panel on First Nation Elementary and Secondary Education, and by drafting a funding proposal to Aboriginal Affairs & Northern Development Canada on behalf of the National Aboriginal Public Library Organization (NAPLO).
- We developed the second Annual Report on the State of Ontario Public Libraries, summarizing key issues that public libraries are facing and what is needed to deal with those issues.
- We were exhibitors at the 2012 conferences of the Association of Municipalities of Ontario (AMO) and Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO).
- We took responsibility again for the theme, promotional material and provincial launch of Ontario Public Library Week, which is a key vehicle for raising the profile of our sector.
- We oversaw the development and release of the 6th Edition of the Accreditation Guidelines for Ontario Public Libraries. The 6th Edition includes a number of changes to update language choices and reflect technological developments.

Chief Librarian's Report – November 2012

Appointment of New Director of Digital Technology

I am pleased to announce that effective January 2, 2013 Lita Barrie will return to the Hamilton Public Library as the Director of Digital Technology. Lita holds a Masters of Library and Information Science from McGill University and a Bachelor of Fine Arts from Concordia University. She also obtained a Library Sector Leadership Certificate from the School of Public Administration at the University of Victoria. Lita has extensive public library experience. Most recently as CEO/Chief Librarian of the Grimsby Public Library where she was responsible for all aspects of library services including digital technology, strategic planning, developing partnerships and engaging community stakeholders. Prior to her position at the Grimsby Public Library, Lita was the Manager of Children's and Popular Services at the Brantford Public Library and a Youth Services Teen Librarian for the Hamilton Public Library. She believes in utilizing technology to continuously improve service delivery, provide equitable access and enrich the user experience.

Western Student Co-op Position

We are pleased to be hosting a 16 week co-op placement from the Faculty of Information Science at Western from January to April of next year. The student will be assisting our staff with the migration and upgrade of the childrens and teens website, in addition to other public service responsibilities. Western was thrilled with our proposal as they have few opportunities for public library placements. We think this initiative will be both good for the profession and good for HPL as a training and succession planning tool. We will evaluate the success of the programme and potentially make this an annual initiative.

Delegation from Holland

On November 13 we received a delegation from an organization in Holland called Stichting Bibliotheek (www.stichtingbibliotheek.nl). This group has been tasked by the Dutch Government with developing an eBook and digital library for the entire country. The trip was arranged through the Canadian Urban Libraries Councils (CULC). The group wanted to meet with us because of the ground breaking work we are involved regarding developing new models for the provision of digital content.

2nd Floor Tender

The tender for the 2nd floor Central Library renovation has been re-issued. We were pleased with the turnout at the mandatory contractor walk through last week and hope the interest will result in more favourable costing. We anticipate that construction may begin by mid to late January 2012.

Leadership Fellowship Program Launch

The Public Library Leadership Fellowship programme was launched at HPL on Thursday, November 15. This mid-career leadership programme was developed by Lita Barrie and Rebecca Raven who worked together with Ken Roberts and the Canadian Urban Library Association to bring the University of Toronto iSchool on board. The certificate programme consists of a combination of course work and site visits to significant public library systems and will run until January 2014. Twenty public library staff from across the country travelled to Hamilton for the 3 day introductory site visit.

Central PA System Upgrade

Julianna McCormick, the new Manager of Finance and Facilities, has found an economical and effective improvement for the public address (PA) system. Filters were installed and the PA system is functioning much more clearly. Pre-taped messaging for closing each night are in the process of being completed, this should further improve the quality of the announcements.

Management Retreat

On November 22 we will be holding a Management Retreat at the Central Library to explore ways we can translate the new Board strategic priorities into concrete actions. We know that staff are already engaged in a lot of work to advance the current strategic priorities. The retreat will be an opportunity to capture those activities, as well as, explore new ways to serve our community. Part of retreat will be exploring ways we can engage staff and the community in our ongoing planning processes. We will be reporting back to the Library Board on our retreat and our ongoing discussions.

Paul Takala
Chief Librarian



Hamilton Public Library

Date: November 21, 2012
To: Chair and Members of the Board
c.c. Ken Roberts, Chief Librarian
From: Karen Hartog, Administrative Assistant
Subject: 2013 Meeting Dates

RECOMMENDATION:

That the Hamilton Public Library schedule its 2013 Board meetings on the following dates.

- January 16th
- February 20th
- March 20th
- April 17th
- May 15th
- June 19th
- September 18th
- October 16th
- November 20th
- December 18th

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

There are no financial implications.

BACKGROUND:

The above-noted Board meeting schedule has been created based on the Library Board Bylaws (meeting third Wednesday of the month).



Hamilton Public Library

DATE: November 21, 2012

REPORT TO: Chair and Members of the Board

C.C.: Ken Roberts, Chief Librarian

FROM: Karen Hartog, Administrative Assistant

SUBJECT: Nominating Committee

A Nominating Committee needs to be established in order to meet and review the completed forms submitted by library board members. The Nominating Committee recommends a slate of officers for 2013 at the inaugural meeting scheduled in January.

The library board bylaws state “**A Nominating Committee** composed of four members, one of whom shall be the Chair of the Board, shall be appointed by the Board annually at its November meeting to present the slate of officers for the ensuing year at the next Inaugural Meeting. In a municipal election year, the outgoing Chair of the Board shall appoint the Nominating Committee from among the members of the new Board immediately following the appointment of the new Board by City Council. In each year, the Nominating Committee shall meet before and report to the next Inaugural Meeting following its appointment”

Please complete the attached form and submit it to me no later than the December 19th meeting in order that the completed forms can be provided to the Chair in preparation for the Nominating Committee meeting. Please submit the attached form with your name on it even if you do not intend on standing for any positions.

November 2012

To assist the Nominating Committee in its appointment process, please indicate whether you are interested in any one or more of the following positions on the Library Board's slate of officers for 2013. Please return completed forms at the next Board Meeting (December 19, 2012).

NAME OF BOARD MEMBER: _____

POSITION	PLEASE CHECK IF INTERESTED IN THIS POSITION
Chairperson	
Vice-Chairperson	
Executive Committee Member	
Southern Ontario Library Service Board Representative	
Audit Committee	