

Mission Statement

The Hamilton Public Library unites people and ideas in a welcoming environment. The library's staff, collections, and access to global electronic resources help to enrich the lives of individuals. The library actively champions literacy, access to information, and the joy of reading.

Strategic Commitments

Unified Library System Sustainable Library System Accessible Library System

HAMILTON PUBLIC LIBRARY BOARD

**Regular Board Meeting
Wednesday, November 20, 2002
Barton Library**

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

AGENDA

1. Discussion Period

- 1.1 Introduction of Ms Maureen Sawa, Service Coordinator – Adult, Information
- 1.2 Manager of Communications and Community Relations
- 1.3 IP Telephony

2. Acceptance of the Agenda

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, October 16, 2002 **Attachment #3**

4. Business Arising

- 4.1 2003 Operating Budget - KR Attachment #4.1
- 4.2 2003 Nominating Committee - KR **Recommended Action: Receive**
Attachment #4.2
- 4.3 Branch Tours - KR **Suggested Action: Receive**
Attachment #4.3
Suggested Action: Receive

5. Correspondence

- There is no correspondence

6. Reports

There are no reports

7. New Business

- 7.1 Policies - LF Attachment #7.1
- 7.2 Electronic Reference Service - KD **Suggested Action: Recommendation**
Attachment #7.2
- 7.3 Furniture Tender - WG **Suggested Action: Recommendation**
Attachment #7.3
- 7.4 Book Drop Boxes for Various Branches - WG **Suggested Action: Recommendation**
Attachment #7.4
Suggested Action: Recommendation

8. Board Development

- 8.1 OLA Leadership Forum – PR/DH Oral Report

9. Private and Confidential

- 9.1 Job Evaluation - LF

10. Date of Next Meeting

Wednesday, December 18, 2002
Central Library, Board Room
5:30 p.m. Meeting
7:00 p.m. Cocktails, 8:00 p.m. Dinner, Hamilton Chamber of Commerce

11. Adjournment

UPCOMING/OUTSTANDING ISSUES

Proposed Revisions

Issue	Date Action Initiated	Board Member/Staff Who Initiated	Month item will appear on Agenda
Budget Definitions	From Jan. 16/02 agenda		New term
Human Resources Policies (41-1, 43-4, 43-5, 44-1)		Linda Foley	November 2002
Fundraising Policies (5-1, 5-5, 50-1, 12-1)		Beth Hovius	January 2002
Outside Board Fundraising – Tax money & standard grants	May 2002	Joyce Brown – TBC	January 2003
Nominating Committee		Board	November 2002
Role of the Central Library Strategic Report		Ken Roberts	January 2003
Reciprocal Borrowing with Mohawk College and McMaster University	Oct. 2002	Ken Roberts	February 2003
Communications Strategic Report		Maureen Sawa	February 2003
Information Services Policies (1-2, 3-4, 6-4)		Beth Hovius/ Maureen Sawa	February 2003
Collections Strategic Report		Beth Hovius	March 2003
Collections Policies (1-7, 3-1, 3-2)		Beth Hovius	March 2003
Youth Services Strategic Report		Helen Benoit	April 2003
Library Strategic Plan 2003 – 4		Ken Roberts	April 2003
Staff Training Strategic Report		Maureen Sawa	May 2003
Technology Strategic Report		Kit Darling	June 2003
Facilities Strategic Report		Bill Guise	September 2003