

Correspondence

- A bulletin was received from the Ministry of Culture and Communications regarding public library circulation records and The Municipal Freedom of Information and Protection of Privacy Act. After hearing the bulletin the following motion was passed unanimously.

Moved by Roy Page, seconded by Barbara Ahluwalia that library circulation records will not be retained beyond the time when the materials are returned to the library.

- Holiday Greetings were received from the Minister of Culture and Communications, Rosario Marchese. Mr. Marchese is a former trustee on the Toronto Public Library Board.
- A letter was received from Barry Church, Chief Librarian, Grimsby Public Library giving notice that as of January 1, 1991 the Grimsby Public Library Board had initiated a non-resident fee of \$ 30.00 per year.

The librarian expressed the view that with one library in the area withdrawing from the reciprocal borrowing agreement between libraries, the agreement could be in jeopardy as this type of action tends to snowball. She suggested that a letter be sent to the Grimsby Library Board expressing disappointment in the decision and asking them to reconsider. After discussion it was moved by Sheila Tierney, seconded by Roy Page that a letter be sent to the Grimsby Public Library Board with a copy to the Grimsby Town Council expressing disappointment in the decision. Motion passed.

- A thank you note was received from Gerda Molson for the Board's Christmas gift.

Finance Committee:

- The Financial Statement to December 31, 1990 was examined and discussed.
- Accounts for the month of December, 1990 were examined and discussed. The following motion was passed unanimously.

Moved by Irene Pentesco, seconded by Sheila Tierney that the accounts for December 1990 in the amount of \$ 13,155.87 be paid.

- The five year capital budget for 1990-1994 was reviewed for purposes of changing it to reflect the 1991-1995 five year capital budget. After discussion it was decided that the 1991-1995 capital budget would reflect only minor changes, with the projected date for a feasibility study being set as 1992 and building construction or renovation being set at 1995. The feasibility study cost estimate will be increased from \$ 35,000. to \$ 40,000.

As it became necessary at this point in the meeting to extend the meeting time, it was moved by Lorraine Warner, seconded by Sheila Tierney that the meeting time be extended. Motion carried.

- It may be necessary to acquire some software programs for word processing and spread sheet functions for administrative use. Acquisition will depend on whether the auditor approves of either spread sheet program presently owned by the library, Enable or Lotus, and whether the word processing capability of Enable is sufficient for library purposes. Gary England arranged for Ansel Blamires to assess library software requirements. The librarian will report on this matter at the February meeting.