

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, June 19, 2013
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting

MINUTES

PRESENT: Jennifer Gautrey, David Simpson, Nicolas van Velzen,
Suzan Fawcett, Wenda Tulloch, Councillor Pearson,
Clare Wagner, Mary Ann Leach, Councillor Jackson,
George Geczy, Richard Bagdonas

STAFF: Paul Takala, Lisa DuPelle, Robin Hewitt, Lita Barrie,
Michael Ciccone, Karen Anderson, Karen Hartog

Ms Gautrey called the meeting to order at 5:00 p.m.

1. Discussion Period

1.1 Executive Committee

The Executive Committee during the summer months will consist of Ms Gautrey, Ms Fawcett, Mr. Geczy and Mr. van Velzen.

1.2 Staff Day

Ms Gautrey provided the highlights from the HPL Staff Day which was held on June 5th. Jennifer Gautrey provided details on the keynote speaker Jim Harris and the theme was change.

2. Acceptance of the Agenda

Add: 9.4 Microsoft Software Licensing Agreement

MOVED by Ms Leach, seconded by Ms Fawcett,

THAT THE AGENDA BE ACCEPTED AS AMENDED.

MOTION CARRIED.

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, May 15, 2013

MOVED by Mr. van Velzen, seconded by Councillor Pearson,

THAT THE MINUTES OF WEDNESDAY, MAY 15, 2013 MEETING BE ADOPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

There were no presentations.

5. Consent Items

Board Members requested that both item 5.1 and 5.2 be taken out of consent in order to be discussed. Item 5.1 will be moved to the New Business section of the agenda and 5.2 will be moved to Business Arising.

6. Business Arising

6.1 Access and Privacy by Design

MOVED by Mr. Geczy, seconded by Ms Leach,

THAT THE HAMILTON PUBLIC LIBRARY ENDORSE THE PRINCIPLES OF ACCESS BY DESIGN (ABD) AND PRIVACY BY DESIGN (PBD) AS DEVELOPED BY THE ONTARIO PRIVACY COMMISSIONER.

THAT AS LIBRARY SYSTEMS, PROGRAMS AND POLICIES ARE REVIEWED OR DEVELOPED THE PRINCIPLES OUTLINED IN ABD AND PBD WILL BE INCORPORATING INTO THE PLANNING PROCESS.

MOTION CARRIED.

6.2 Binbrook Library Update

Ms Anderson provided an update regarding the Binbrook Library building project. A city project manager has been assigned to Binbrook project.

6.3 Budget Variance Report

MOVED by Mr. Bagdonas, seconded by Mr. Geczy,

THAT THE BUDGET VARIANCE REPORT AS OF APRIL 30, 2013 AND ESTIMATE TO DECEMBER 31, 2013 BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

7. Correspondence

There was no correspondence.

8. Reports

8.1 Chief Librarians Report

MOVED by Ms Tulloch, seconded by Ms Fawcett,

THAT THE CHIEF LIBRARIANS REPORT BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

8.2 Report from the Audit Committee

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

THAT THE 2012 FINANCIAL STATEMENTS FOR THE HAMILTON PUBLIC LIBRARY BOARD AND STATEMENTS FOR THE HAMILTON PUBLIC LIBRARY BOARD – TRUST FUNDS, INCLUDED IN THE ATTACHED AUDIT COMMITTEE AGENDA, BE APPROVED.

MOTION CARRIED.

9. New Business

9.1 Hiring Policy

MOVED by Ms Tulloch, seconded by Mr. Bagdonas,

THAT THE ATTACHED LIBRARY BOARD REVISED HIRING POLICY BE ADOPTED.

MOTION CARRIED.

9.2 Accessibility Report and Policies

MOVED by Mr. van Velzen, seconded by Ms Fawcett,

THAT THE ATTACHED AODA REPORT FOR THE HAMILTON PUBLIC LIBRARY AND THE UPDATED ACCESSIBILITY FOR CUSTOMERS AND EMPLOYEES WITH A DISABILITY POLICY BE RECEIVED FOR INFORMATION, AND

THAT THE UPDATED ACCESSIBILITY FOR CUSTOMERS AND EMPLOYEES WITH DISABILITY POLICY BE PLACED ON THE SEPTEMBER BOARD AGENDA FOR FORMAL APPROVAL.

MOTION CARRIED.

9.3 Saltfleet Library Update

MOVED by Ms Leach, seconded by Councillor Pearson,

THAT THE CHIEF LIBRARIAN IS AUTHORIZED TO ENTER INTO AN AGREEMENT TO ENABLE THE 2ND FLOOR OF THE SALT FLEET LIBRARY, LOCATED IN CARDINAL NEWMAN SCHOOL, TO BE USED BY THE HAMILTON WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD FOR THE DURATION OF THE LEASE.

MOTION CARRIED.

9.4 Microsoft Software Licensing Agreement

MOVED by Mr. Simpson, seconded by Ms Leach,

THAT THE HAMILTON PUBLIC LIBRARY EXTEND THE APPROVAL OF METAFOR CORPORATION AS OUR LARGE ACCOUNT RESELLER (LAR) FOR THE PURCHASE OF MICROSOFT SOFTWARE AND MICROSOFT SOFTWARE ASSURANCE EFFECTIVE FROM THE EXPIRATION OF THE PREVIOUS BOARD AUTHORIZATION UNTIL APRIL 30, 2014.

MOTION CARRIED.

9.5 Fines and Fees Schedule

MOVED by Mr. van Velzen, seconded by Ms Leach,

THAT THE FINES AND FEE SCHEDULE BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

10. Private and Confidential

No confidential items.

11. Date of Next Meeting

Wednesday, September 18, 2013
Central Library, Board Room, 5th Floor
5:30 p.m. Dinner
6:00 p.m. Meeting

12. Adjournment

MOVED by Councillor Pearson, seconded by Ms Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOAD MEETING OF
WEDNESDAY, JUNE 19, 2013 BE ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 6:35 p.m.

Minutes recorded by Karen Hartog.