

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 20, 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, George Geczy, Richard Bagdonas, Councillor
Jackson, Mary Ann Leach

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

Ms Gautrey called the meeting to order at 6:00 p.m.

1. Discussion Period

1.1. Update on the New Integrated Library System (ILS) Virtua

Ms Barrie and Mr. Ciccone provided an update on the migration of the new ILS system. Staff were congratulated on all their hard work.

1.2. Bus Tour – November 23

An update was provided for Saturday's bus tour.

1.3. OLA Conference

Board members were requested to contact Karen Hartog if interested in attending the upcoming OLA Conference from January 29, 2014 to February 1, 2014.

1.4. SOLS Meeting – Report from Wenda Tulloch

Ms Tulloch summarized the discussions from the recently attended SOLS meeting.

1.5. Future Agenda Items: Local History and Archives Fee Schedule; Development Charges Follow-up

Staff reported that follow-up reports for the Local History and Archives fee schedule will be placed on the January 2014 agenda and the development charges follow-up report will be placed on the December 2013 agenda.

2. Acceptance of the Agenda

MOVED by Ms Leach, seconded by Mr. Bagdonas,

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, October 16, 2013

MOVED by Mr. vanVelzen, seconded by Ms Fawcett,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, OCTOBER 20, 2013 BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

No presentations.

5. Consent Items

MOVED by Ms Leach, seconded by Ms Tulloch,

THAT CONSENT ITEM 5.1 BE APPROVED AS PRESENTED.

MOTION CARRIED.

5.1 2014 Library Board Meeting Dates

That the Hamilton Public Library schedule its 2014 Board meetings on the following dates.

- January 15th
- February 19th
- March 19th
- April 16th
- May 21th
- June 18th
- September 17th
- October 15th
- November 19th
- December 17th

6. Business Arising

6.1 Space Study Report

MOVED by Mr. Simpson, seconded by Ms Fawcett,

THAT THE ATTACHED REPORT PREPARED BY MHPM CALLED *HAMILTON PUBLIC LIBRARY, FACILITIES MASTER PLAN IMPLEMENTATION STRATEGY* BE RECEIVED FOR INFORMATION.

THAT THE FOLLOWING RECOMMENDATIONS BE RECEIVED FOR COMMENT AND FEEDBACK. THAT STAFF BRING RECOMMENDATIONS TO THE DECEMBER LIBRARY BOARD

MEETING. DRAFT RECOMMENDATIONS FOR REVIEW AND COMMENT:

- **THAT THE RECOMMENDED ACTIONS IDENTIFIED IN PHASE 3 AND PHASE 4 BE APPROVED IN PRINCIPLE;**
- **THAT STAFF PROCEED WITH DETAILED PLANNING FOR PHASE 3 PROJECTS.**
- **THAT THE HAMILTON WENTWORTH ROOM BE DESIGNATED OUR DONOR RECOGNITION ROOM. THAT UP TO \$650,000 FROM THE LIBRARY'S SPECIAL GIFT FUNDS BE ALLOCATED TO SUPPORT THE RENOVATION OF THE HAMILTON WENTWORTH ROOM AT THE CENTRAL LIBRARY.**
- **THAT UP TO \$1,100,000 OF LIBRARY RESERVES, MAJOR LIBRARY CAPITAL PROJECTS, BE ALLOCATED TO FUND THE PHASE 3 PROJECTS.**
- **THAT STAFF ARE AUTHORIZED TO CONTINUE INVESTIGATING AND PLANNING FOR PHASE 4 PROJECTS; BUT THAT PHASE 4 PROJECTS BE BROUGHT BACK TO THE LIBRARY BOARD AT A FUTURE DATE FOR FUNDING CONSIDERATION;**

MOTION CARRIED.

6.2 2014 Operating Budget

MOVED by Ms Leach, seconded by Ms Fawcett,

THAT THE 2014 OPERATING BUDGET, AT AN INCREASE OF \$43,860 OR 0.2%, BE APPROVED FOR SUBMISSION TO THE CITY OF HAMILTON.

MOTION CARRIED UNANIMOUSLY.

7. Correspondence

No correspondence.

8. Reports

8.1 Chief Librarian's Report

MOVED by Mr. vanVelzen, seconded by Ms Tulloch,

THAT THE CHIEF LIBRARIAN'S REPORT BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

9. New Business

9.1 Nominating Committee

MOVED by Councillor Pearson, seconded by Mr. Bagdonas,

THAT THE LIBRARY BOARD APPOINT THE FOLLOWING MEMBERS TO THE NOMINATING COMMITTEE: MR. GECZY, MR. VANVELZEN, MS GAUTREY AND MS FAWCETT. MS TULLOCH WILL BE AN ALTERNATE.

MOTION CARRIED.

9.2 Website RFP

MOVED by Ms Wagner, seconded by Ms Leach,

THE HAMILTON PUBLIC LIBRARY BOARD APPROVES AWARDING THE CONTRACT (#C8-02-13) FOR THE WEBSITE DESIGN AND DEVELOPMENT TO FACTOR[E].

THAT THE CHIEF LIBRARIAN BE AUTHORIZED TO NEGOTIATE AND ENTER INTO A SUITABLE AGREEMENT WITH FACTOR[E].

THAT UP TO \$110,642 FROM LIBRARY RESERVES BE ALLOCATED TO COVER THE COST OF THE NEW WEBSITE DESIGN AND IMPLEMENTATION.

MOTION CARRIED.

9.3 e-book Update

Mr. Ciccone provided an update.

10. Private and Confidential

MOVED by Ms Fawcett, seconded by Councillor Pearson,

**THAT THE LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS
LABOUR ISSUES.**

MOTION CARRIED.

MOVED by Ms Wagner, seconded by Mr. Geczy,

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

11. Date of Next Meeting

Wednesday, December 18, 2013

Central Library, Board Room, 5th Floor

5:00 p.m. Dinner

6:00 p.m. Meeting

12. Adjournment

MOVED by Councillor Pearson, seconded by Ms Wagner,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, NOVEMBER 20, 2013 BE ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 8:20 p.m.

Minutes recorded by Karen Hartog.