

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, December 18, 2013
Central Library, Board Room
5:00 p.m. Dinner
6:00 p.m. Meeting

MINUTES

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

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

REGRETS: Richard Bagdonas, Clare Wagner

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

1. Discussion Period

- 1.1 Melanie Southern was welcomed to the Hamilton Public Library. Ms Southern has accepted the Director of Public Service, Communications and Partnership.
- 1.2 Ms Anderson provided an update on the Waterdown project. The project is on schedule and on budget. The new Waterdown Branch is anticipated to open in October 2014.
- 1.3 Early bird registration for the Ontario Library Association conference ends today. Board members were requested to contact Ms Hartog as soon as possible.

2. Acceptance of the Agenda

Add: Business arising - 6.3 Bus Tour of Branches

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

THAT THE AGENDA BE ACCEPTED AS AMENDED.

MOTION CARRIED.

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, November 20, 2013

MOVED by Ms Fawcett, seconded by Ms Tulloch,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, NOVEMBER 18, 2013 BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

4.1 Counting Opinions – LB

Ms Barrie provided an overview of the counting opinions project.

5. Consent Items

MOVED by Ms Leach, seconded by Ms Tulloch,

THAT CONSENT ITEM 5.1 BE APPROVED AS PRESENTED.

MOTION CARRIED.

5.1 Family Day

That the Hamilton Public Library Board authorize the opening of the Turner Park Branch on Sunday, February 16, 2014.

6. Business Arising

6.1 Space Study Report - PT

MOVED by Mr. Geczy, seconded by Ms Leach,

THAT THE HAMILTON PUBLIC LIBRARY BOARD SUPPORTS THE RECOMMENDED ACTIONS FOR PHASE 3 OF CENTRAL RENOVATIONS, TO INCLUDE: 1ST FLOOR DVD AREA, HAMILTON WENTWORTH ROOM RENOVATION, RELOCATION OF TECHNICAL SERVICES TO CENTRAL BASEMENT AND 4TH FLOOR RENOVATION.

THAT UP TO \$1,100,000 OF LIBRARY RESERVES, MAJOR LIBRARY CAPITAL PROJECTS, BE ALLOCATED TO FUND THE 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 PHASE 4 PROJECTS BE BROUGHT BACK TO THE LIBRARY BOARD FOR CONSIDERATION PRIOR TO PROCEEDING TO IMPLEMENTATION/CONSTRUCTION.

MOTION CARRIED.

6.2 Development Charges Follow-up – RH

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

THAT THE REPORT BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

6.3 Bus Tour of Branches

Board Members discussed the bus tour of branches conducted at the end of November. Board Members agreed that another tour of other branches be held in the future.

7. Correspondence

Letter from Carolyn Biggs, City of Hamilton, dated November 27, 2013
re 2014 Budget Submission

MOVED by Ms Fawcett, seconded by Ms Tulloch,

**THAT THE BOARD CORRESPONDENCE BE RECEIVED FOR
INFORMATION.**

MOTION CARRIED.

8. Reports

8.1 Chief Librarians Report

MOVED by Ms Leach, seconded by Ms Fawcett,

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

MOTION CARRIED.

9. New Business

9.1 Sorters

MOVED by Ms Fawcett, seconded by Ms Tulloch,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE
THE INSTALLATION OF SORTERS AT THE RED HILL AND
DUNDAS BRANCHES.**

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE
THE EXPANSION OF THE WESTDALE SORTER FROM A TWO
TO THREE BIN UNIT.**

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE
AN ADDITIONAL \$500,000.00 BE ADDED TO THE RFID
CAPITAL PROJECT FROM RESERVES TO IMPLEMENT RFID
AUTOMATED MATERIAL HANDLING SYSTEMS (SORTERS)**

**AT RED HILL, DUNDAS AND THE EXPANSION OF THE
WESTDALE UNIT.**

MOTION CARRIED.

9.2 RFP Procurement Policy – PT

Mr. Takala provided an update on the rfp procurement policy. City is currently updating their procurement policy and then this item will be placed on a future library board agenda for adoption of the policy.

10. Private and Confidential

MOVED by Ms Leach, seconded by Ms Tulloch,

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

MOTION CARRIED.

MOVED by Ms Leach, seconded by Ms Fawcett,

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

11. Date of Next Meeting

Wednesday, January 15, 2014

Central Library, Board Room, 5th Floor

5:30 p.m. Dinner

6:00 p.m. Meeting

12. Adjournment

MOVED by Mr. Simpson, seconded by Ms Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, DECEMBER 18, 2013 BE ADJOURNED.**

MOTION CARRIED.

Attachment #3

The meeting was adjourned at 8:30 p.m.

Minutes recorded by Karen Hartog.