

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, February 17, 2016
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting

MINUTES

PRESENT: George Geczy, Jennifer Gautrey, Mary Ann Leach, Councillor Pearson, Douglas Brown, Vikki Cecchetto, John Kirkpatrick, Lori-Anne Spence-Smith, Councillor Partridge, Clare Wagner, Suzan Fawcett, Councillor Partridge, Councillor Pearson

STAFF: Lisa DuPelle, Karen Anderson, Melanie Southern, Paul Takala, Lita Barrie, Karen Hartog

GUESTS: Julianna McCormick, Aida Rudnik, Leslie Muirhead

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

1. Discussion Period

1.1 OLA Conference

Ms Spence-Smith and Mr. Brown provided a summary of the sessions attended at the recently OLA Conference. The following is a list of initiatives other library systems have implemented and points to remember regarding library boards:

- Councillors visiting branches to attend storytime sessions
- Providing council with positive updates – one page summaries
- Library board members meeting branch managers
- Canada 150 grant
- Board assessment – are we helping our library achieve its goals
- Conduct at library board meetings – purpose is to govern not manage
- CEO assessment – feedback

- Board should promote continuing improvement – CEO appraisal
- Answer to how is yes
- Governance at each board meeting – cut to the chase

1.2 Leaders in Literacy Breakfast

Mr. Takala reported that the Adult Basic Education Association's Leaders in Literacy Breakfast will be held on Tuesday, June 7, 2016. Board members were requested to contact Karen Hartog if interested in attending.

2. Acceptance of the Agenda

MOVED by Ms Cecchetto, seconded by Ms Spence-Smith,

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

MOTION CARRIED

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, January 20, 2016

Item #4 – "Vicki" should read "Vikki"

MOVED by Ms Gautrey, seconded by Ms Spence-Smith,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, JANUARY 20, 2016 BE ACCEPTED AS AMENDED.

MOTION CARRIED.

4. Presentations

4.1 Customer Service Institute Training

Ms Anderson and Ms Muirhead provided an overview of the road show training to be conducted for staff on customer service.

4.2 Update on Dundas Design

Ms Anderson and Ms Muirhead provided an update on the proposed Dundas renovation.

5. Consent Items

No consent items.

6. Business Arising

6.1 Appointment of the Policy Review Committee Chair

MOVED by Ms Spence-Smith, seconded by Mr. Brown,

THAT VIKKI CECCHETTO BE APPOINTED CHAIR OF THE POLICY REVIEW COMMITTEE.

MOTION CARRIED.

Board Members were requested to send any edits or suggestions for the terms of reference to Ms Cecchetto and Ms Hartog.

6.2 Central 4th Floor Partnerships

MOVED by Ms Fawcett, seconded by Ms Spence-Smith,

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVES THIS REPORT FOR INFORMATION AND FEEDBACK.

MOTION CARRIED.

7. Correspondence

No correspondence.

8. Reports

8.1 Chief Librarian's Report

MOVED by Mr. Kirkpatrick, seconded by Ms Wagner,

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

MOTION CARRIED.

8.2 Report of the Audit Committee

Mr. Kirkpatrick reported on the discussions from the Audit Committee meeting including quarterly variance reports being prepared for the Library Board.

Appointment of Chair

MOVED by Ms Gautrey, seconded by Mr. Geczy,

THAT MR. KIRKPATRICK BE APPOINTED CHAIR OF THE AUDIT COMMITTEE FOR 2016.

MOTION CARRIED.

HPL Audit Planning Report

MOVED by Mr. Kirkpatrick, seconded by Mr. Brown,

THAT THE PLANNING REPORT BE ADOPTED AS PRESENTED.

MOTION CARRIED.

9. New Business

9.1 2015 Metrics Report

MOVED by Ms Spence-Smith, seconded by Wagner,

THAT THE LIBRARY BOARD RECEIVE THE 2015 METRICS REPORT FOR ITS INFORMATION.

MOTION CARRIED.

9.2 Dundas Temporary Location Hours

MOVED by Ms Spence-Smith, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY APPROVE THE FOLLOWING OPERATING HOURS FOR THE DUNDAS BRANCH TEMPORARY LOCATION:

MONDAY	CLOSED
TUES-THURS	10-9
FRIDAY	10-6
SATURDAY	10-5

MOTION CARRIED.

9.3 Absences Due to Conflicts with City Council

MOVED by Mr. Geczy, seconded by Mr. Kirkpatrick,

THAT THE HAMILTON PUBLIC LIBRARY BOARD EXCUSE ABSENCES OF CITY COUNCIL MEMBERS OF THE HAMILTON PUBLIC LIBRARY BOARD WHEN THOSE MEMBERS ARE UNABLE TO ATTEND LIBRARY BOARD MEETINGS DUE TO CITY COUNCIL BUSINESS.

MOTION CARRIED.

10. Private and Confidential

MOVED by Councillor Pearson, seconded by Councillor Partridge,

THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS HR ITEMS.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Ms Spence-Smith,

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

MOVED by Ms Cecchetto, seconded by Ms Spence-Smith,

THAT THE BOARD ACCEPTS THE PERFORMANCE GOALS FOR 2015/2016 FOR THE CHIEF LIBRARIAN AND,

THAT THE PROCESS WILL BE REVIEWED AND REVISED AT THE ADHOC BOARD POLICY REVIEW COMMITTEE LEVEL AND,

THAT THE REVISED PROCESS BE PRESENTED TO THE BOARD FOR FINAL APPROVAL.

MOTION CARRIED.

11. Date of Next Meeting

Wednesday, March 16, 2016
Central Library, Board Room, 5th Floor
5:30 p.m. Dinner
6:00 p.m. Meeting

12. Adjournment

MOVED by Ms Cecchetto, seconded by Ms Wagner,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, FEBRUARY 17, 2016 BE ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 9:00 p.m.

Minutes recorded by Karen Hartog