

**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, September 21, 2016  
Central Library, Board Room  
5:30 p.m. Dinner  
6:00 p.m. Meeting

**MINUTES**

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

**STAFF:** Lisa DuPelle, Karen Anderson, Melanie Southern, Paul Takala,  
Lita Barrie, Sherry Fahim, Tony Del Monaco, Karen Hartog

**REGRETS:** Mary Ann Leach

**GUESTS:** Laura Lukasik, Jenna Patterson, Mary Sakaluk, Aida Rudnik

Mr. Geczy called the meeting to order at 6:05 p.m.

**1. Discussion Period**

1.1 Temporary Locations

Ms Anderson reviewed some pictures of the temporary locations for Binbrook and Dundas Libraries.

1.2 Telling Tales

Mr. Takala provided an update on the Telling Tales event held over the weekend.

1.3 Turkey Rhubarb

Mr. Takala advised that the literacy youth band that has entertained children and young youth for several years will be conducting its final performance on October 1<sup>st</sup> at the Central Library, 4<sup>th</sup> floor. Details will be sent to Library Board Members.

**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, June 15, 2016**

**MOVED** by Mr. Kirkpatrick, seconded by Ms Gautrey,

**THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, JUNE 15, 2016 BE ACCEPTED AS PRESENTED.**

**MOTION CARRIED.**

**4. Presentations**

4.1 Integrated Library System Update

Ms Rudnik and Ms Sakaluk provided an overview and update on the Polaris integrated library system.

4.2 E-Newsletter

Ms Lukasik and Ms Patterson showcased Hamilton Public Library's e-Newsletter.

4.3 Locke Renovation

Ms Anderson reviewed options for building a new vestibule and garden area for the Locke Branch.

**5. Consent Items**

Board members requested that item 5.2 be removed from the consent agenda.

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

**THAT CONSENT ITEMS 5.1, 5.3 AND 5.4 BE APPROVED AS PRESENTED.**

**MOTION CARRIED.**

5.1 That the Hamilton Public Library Board ratifies the electronic vote that took place between August 8 and August 11, 2016 to increase funding to the Binbrook and Dundas projects.

5.3 That the Library Board receives the Music Strategy Update report for information.

5.4 That the Hamilton Public Library Board approves the following Christmas/New Years closure periods for 2017:

All locations of the Hamilton Public Library will close on December 24th and will remain closed through to December 26<sup>th</sup>, and

That the Library reopen on December 27th and service hours be adjusted through January 1st as noted below, and that the library will re-open January 2, 2018.

## 6. Business Arising

### 6.1 Ad Hoc Policy Committee

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

**THAT THE REPORT FROM THE POLICY REVIEW COMMITTEE BE ACCEPTED AS PRESENTED.**

**MOTION CARRIED.**

### 6.2 Upcoming Agenda Items

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

**THAT THE UPCOMING AND OUTSTANDING AGENDA ITEMS REPORT BE RECEIVED.**

**MOTION CARRIED.**

### 6.3 Library Board Bylaws

Committee members discussed the recommended edits/changes to the bylaws including the change made indicating committees were not public meetings.

**MOVED** by Ms Cecchetto, seconded by Councillor Partridge,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD BYLAWS BE REFERRED BACK TO THE POLICY REVIEW COMMITTEE FOR ADDITIONAL EDITS.**

**MOTION CARRIED.**

## 7. Correspondence

There was no correspondence.

## 8. Reports

### 8.1 Chief Librarian's Report

**MOVED** by Ms Wagner, seconded by Ms Gautrey,

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

**MOTION CARRIED.**

### 8.2 Q2 Metrics Report

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

**THAT THE LIBRARY BOARD RECEIVES THE 2016 QUARTER 2 METRICS REPORT FOR ITS INFORMATION.**

**MOTION CARRIED.**

## 9. New Business

### 9.1 Costing for Capital Projects

**MOVED** by Ms Gautrey, seconded by Ms Cecchetto,

**THAT THE FOLLOWING REPORT BE RECEIVED FOR INFORMATION AND COMMENT.**

**MOTION CARRIED.**

### 9.2 2016 Budget Variance Report

**MOVED** by Ms Spence-Smith, seconded by Mr. Kirkpatrick,

**THAT THE BUDGET VARIANCE REPORT AS AT JULY 31, 2016 AND ESTIMATED TO DECEMBER 31, 2016 BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

### 9.3 Capital Variance Report

**MOVED** by Mr. Kirkpatrick, seconded by Ms Wagner,

**THAT THE CAPITAL VARIANCE REPORT AS AT JULY 31, 2016 BE RECEIVED.**

**MOTION CARRIED.**

9.4 Annual Financial Report

**MOVED** by Ms Fawcett, seconded by Mr. Kirkpatrick,

**THAT THE ANNUAL FINANCIAL REPORT BE RECEIVED.**

**MOTION CARRIED.**

9.5 Capital Budget Submission

**MOVED** by Ms Spence-Smith, seconded by Ms Wagner,

**THAT AN ADDITIONAL \$150,000 BE APPROVED FROM THE LIBRARY MAJOR CAPITAL PROJECTS RESERVE 106008 FOR THE NEW GREENSVILLE LIBRARY PROJECT.**

**THAT \$1,079,500 BE APPROVED FROM LIBRARY RESERVES FOR THE VALLEY PARK EXPANSION PROJECT. RESERVE FUNDING IS BROKEN DOWN AS FOLLOWS:**

<b>106006 LIBRARY COLLECTIONS RESERVE</b>	<b>\$104,500</b>
<b>106007 LIBRARY GENERAL DEVELOPMENT RESERVE</b>	<b>\$210,000</b>
<b>106008 LIBRARY MAJOR CAPITAL PROJECTS RESERVE</b>	<b>\$200,000</b>
<b>106013 LIBRARY ACCESSIBILITY, HEALTH &amp; SAFETY RESERVE</b>	<b>\$565,000</b>

**THAT THE CAPITAL BUDGET SUBMISSIONS FOR THE GREENSVILLE LIBRARY AND VALLEY PARK EXPANSION PROJECTS BE APPROVED FOR SUBMISSION TO THE CITY OF HAMILTON FOR INCLUSION IN THE 2017 CAPITAL BUDGET PROCESS.**

**MOTION CARRIED.**

9.6 Central Windows Glazing

**MOVED** by Mr. Kirkpatrick, seconded by Ms Fawcett,

**THAT THE LIBRARY BOARD APPROVE FUNDING OF \$300,000 FROM THE LIBRARY GENERAL DEVELOPMENT RESERVE 106007 TO BE PUT TOWARDS THE CENTRAL LIBRARY WINDOW REPLACEMENT PROJECT WHICH IS TO BE SUBMITTED FOR APPROVAL AS PART OF THE CITY'S 2017 CAPITAL BUDGET BY THE PUBLIC WORKS DEPARTMENT.**

**1 opposed (Doug Brown)**

**MOTION CARRIED.**

**10. Private and Confidential**

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN CAMERA TO DISCUSS  
NON-UNION COMPENSATION AND EMPLOYEE GRIEVANCE.**

**MOTION CARRIED.**

**MOVED** by Councillor Pearson, seconded by Mr. Kirkpatrick,

**THAT THE IN CAMERA SESSION BE ADJOURNED.**

**MOTION CARRIED.**

**11. Date of Next Meeting**

Wednesday, October 19, 2016

**Central Library, Board Room, 5<sup>th</sup> Floor**

5:30 p.m. Dinner

6:00 p.m. Meeting

**12. Adjournment**

**MOVED** by Mr. Brown,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY,  
SEPTEMBER 21, 2016 BE ADJOURNED.**

**MOTION CARRIED.**

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