

**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, October 19, 2016  
Central Library, Board Room  
5:30 p.m. Dinner  
6:00 p.m. Meeting

**MINUTES**

**PRESENT:** Mary Ann Leach, Jennifer Gautrey, Douglas Brown, John Kirkpatrick, Suzan Fawcett, Lori-Anne Spence-Smith, George Geczy, Councillor Pearson

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

**REGRETS:** Clare Wagner, Councillor Judi Partridge, Vikki Cecchetto

**GUESTS:** Naomi Brun

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

- 1. Discussion Period**
- 2. Acceptance of the Agenda**

**MOVED** by Ms Gautrey, 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, September 21, 2016**

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

**THAT THE LIBRARY BOARD MINUTES OF THE SEPTEMBER 21, 2016 MEETING BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

**4. Presentations**

4.1 Library School Visits

Ms Barrie and Ms Brun provided an overview of the library's visits to local schools and how this long-term service has been updated over the last few years.

4.2 Strategic Plan Update – PT

Mr. Takala reported on the proposed strategic plan process and timelines for library board members.

**5. Consent Items**

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

**THAT CONSENT ITEMS 5.1 AND 5.2 BE APPROVED AS PRESENTED.**

**MOTION CARRIED.**

5.1 Staff Day

That the Hamilton Public Library Board authorize the one-day closure of the system in 2017, on a date to be determined by Management, in order that a staff professional development day be held.

5.2 Gates Foundation Acknowledgement

That the Hamilton Public Library Board endorses the Urban Library Council's resolution honouring the Bill & Melinda Gates Foundation.

## 6. Business Arising

### 6.1 Upcoming & Outstanding Agenda Items

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

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

**MOTION CARRIED.**

### 6.2 Local History & Archives Image Fees

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

**THAT THE LIBRARY BOARD RECEIVES THIS REPORT FOR INFORMATION AND COMMENT.**

**MOTION CARRIED.**

### 6.3 Makerspace Fees Report

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

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

**MOTION CARRIED.**

## 7. Correspondence

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

**THAT THE CORRESPONDENCE RECEIVED FROM STEPHANIE PAPARELLA, LEGISLATIVE COORDINATOR, DATED SEPTEMBER 29, 2016 RE: 2017 BUDGET SUBMISSION FOR THE HAMILTON LIBRARY BOARD BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

## 8. Reports

### 8.1 Chief Librarian's Report

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

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

**MOTION CARRIED.**

### 8.2 Q3 Metrics

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

**THAT THE LIBRARY BOARD RECEIVES THE REVISED 2016 QUARTER 3 METRICS REPORT FOR ITS INFORMATION.**

**MOTION CARRIED.**

## 9. Policies

### 9.1 Policy Framework

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

**THAT THE POLICY DEVELOPMENT FRAMEWORK BE RECEIVED FOR COMMENT AND FEEDBACK.**

**MOTION CARRIED.**

### 9.2 Donations & Sponsorship Policy

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

**THAT THE ATTACHED DONATIONS, SPONSORSHIP & FUNDRAISING POLICY BE RECEIVED FOR INFORMATION AND COMMENT.**

**MOTION CARRIED.**

## 10. New Business

### 10.1 2017 Preliminary Operating Budget Report

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

**THAT THE PRELIMINARY REPORT ON THE 2017 OPERATING BUDGET BE RECEIVED FOR INFORMATION AND COMMENT.**

**MOTION CARRIED.**

### 10.2 Locke Improvements

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVES THE FOLLOWING FOR INFORMATION AND FEEDBACK AND AUTHORIZES STAFF TO PROCEED WITH FURTHER INVESTIGATION IN ORDER TO REFINE THE SCOPE OF THE PROJECT AND ESTIMATED COSTS. STAFF WILL REPORT BACK WITH A RECOMMENDATION.**

**MOTION CARRIED.**

### 10.3 Projects Update

**MOVED** by Councillor Pearson, seconded by Ms Fawcett,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVES THE FOLLOWING FOR INFORMATION AND FEEDBACK.**

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVES AN EARLY CLOSURE ON A SINGLE EVENING AT WESTDALE TO FACILITATE FLOORING REPLACEMENT.**

**MOTION CARRIED.**

### 10.4 Mills Library Courtesy Collection

**MOVED** by Councillor Pearson, seconded by Ms Fawcett,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD AUTHORIZES STAFF TO PROCEED WITH A PILOT PROJECT TO PLACE A SMALL DEPOSIT COLLECTION AT MILLS LIBRARY, MCMASTER UNIVERSITY.**

**THAT STAFF REPORT BACK TO THE BOARD ON THE COST AND BENEFITS OF THE PILOT WITHIN TWELVE MONTHS.**

**MOTION CARRIED.**

**11. Private and Confidential**

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

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

**MOTION CARRIED.**

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

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

**MOTION CARRIED.**

**12. Date of Next Meeting**

Wednesday, November 16, 2016  
**Central Library, Board Room, 5<sup>th</sup> Floor**  
5:30 p.m. Dinner  
6:00 p.m. Meeting

**13. Adjournment**

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, OCTOBER 19, 2016 BE ADJOURNED.**

**MOTION CARRIED.**

The meeting was adjourned at 8:15 p.m.