

## **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 16, 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, Clare Wagner, Vikki Cecchetto

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

**REGRETS:** Councillor Pearson, Councillor Judi Partridge

**Guests:** Terry Cooke, Annette Aquin

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

### **1. Discussion Period**

#### **1.1 Ontario Library Association Super Conference – February 1-4, 2017**

The Ontario Library Association Conference will be held from February 1-4, 2017. Board Members were requested to contact Karen Hartog if interested in attending.

#### **1.2 Dundas Library Renovation**

It was reported to Library Board members that during the first week of construction there was an asbestos abatement at the Dundas Library. Ms Anderson provided details known to date and Library Board members will be kept apprised of any new information.

- 1.3 Hamilton Gallery of Distinction  
The 33<sup>rd</sup> annual Hamilton Gallery of Distinction was held at the Michelangelo Events and Conference Centre. The Library is a founding member and continues to actively participate with the Board of Directors.

**2. Acceptance of the Agenda**

Move item 4.1 to first order of business.

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

**THAT THE AGENDA BE ACCEPTED AS AMENDED.**

**MOTION CARRIED.**

**3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, October 19, 2016**

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

**THAT THE LIBRARY BOARD MINUTES OF THE OCTOBER 19, 2016 MEETING BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

**4. Presentations**

4.1 Hamilton Community Foundation

Mr. Terry Cooke and Ms Annette Aquin were welcomed to the meeting.

An overview of the Library's funds with the Hamilton Community Foundation was reviewed.

4.2 Rural Service Delivery Model

Mr. Takala provided a presentation on the proposed rural service delivery model.

## 5. Consent Items

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

**THAT CONSENT ITEMS 5.1. 5.2 AND 5.3 BE APPROVED AS PRESENTED.**

**MOTION CARRIED.**

5.1 That the Hamilton Public Library adopt the Policy Development Framework.

5.2 That the Hamilton Public Library Board approves the following meeting dates for 2016.

- January 18<sup>th</sup>
- February 15<sup>th</sup>
- March 15<sup>th</sup> (March Break and 5 Wednesdays)
- April 19<sup>th</sup>
- May 17<sup>th</sup> (5 Wednesdays)
- June 21<sup>st</sup>
- September 20<sup>th</sup>
- October 18<sup>th</sup>
- November 15<sup>th</sup> (5 Wednesdays)
- December 20<sup>th</sup>

5.3 Received for information.

## 6. Business Arising

6.1 Upcoming & Outstanding Agenda Items

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

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

**MOTION CARRIED.**

6.2 2017 Facilities Masterplan

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

**THAT THE ATTACHED FACILITY MASTER PLAN BE RECEIVED FOR COMMENT AND FEEDBACK.**

**MOTION CARRIED.**

**7. Correspondence**

No correspondence.

**8. Reports**

8.1 Chief Librarian's Report

**MOVED** by Ms Cecchetto, seconded by Mr. Brown,

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

**MOTION CARRIED.**

8.2 Statistical Trends Report

**MOVED** by Ms Fawcett, seconded by Ms Wagner,

**THAT THE LIBRARY BOARD RECEIVES THE STATISTICAL TREND REPORT FOR ITS INFORMATION, AND**

**THAT THE BOARD RECEIVES A STATISTICAL TREND REPORT ON AN ANNUAL BASIS.**

**MOTION CARRIED.**

8.3 Adhoc Policy Review Committee Report

Board Members were requested to submit feedback to Ms Leach and Mr. Takala in order that the suggestions be included in the December Library Board package.

**MOVED** by Mr. Brown, seconded by Ms Cecchetto,

**THAT THE AD HOC POLICY REVIEW COMMITTEE REPORT OF NOVEMBER 2, 2016 BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

## 9. New Business

### 9.1 2017 Operating Budget

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

**THAT THE 2017 OPERATING BUDGET, AT AN INCREASE OF \$518,763 OR 1.8%, BE APPROVED FOR SUBMISSION TO THE CITY OF HAMILTON.**

**MOTION CARRIED.**

### 9.2 Nominating Committee

**MOVED** by Ms Fawcett, seconded by Ms Cecchetto

**THAT THE ATTACHMENT BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPOINT THE FOLLOWING BOARD MEMBERS TO THE NOMINATING COMMITTEE: JENNIFER GAUTREY, MARY ANN LEACH, SUZAN FAWCETT, PAUL TAKALA (SECRETARY) AND THE ALTERNATE BE CLARE WAGNER.**

**MOTION CARRIED.**

### 9.3 Safety and Security Strategy

**MOVED** by Ms Cecchetto, seconded by Ms Wagner,

**THAT THE REPORT BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

## 10. Policies

### 10.1 Privacy Policy

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVES THE PRIVACY POLICY FOR LIBRARY CUSTOMERS FOR COMMENT.**

**MOTION CARRIED.**

10.2 Advocacy and Political Participation Policy

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

**THAT THE HAMILTON PUBLIC LIBRARY RECEIVES THE  
ADVOCACY AND POLITICAL PARTICIPATION POLICY FOR  
COMMENT.**

**MOTION CARRIED.**

**11. Private and Confidential**

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN CAMERA  
TO DISCUSS EMPLOYEE GRIEVANCES.**

**MOTION CARRIED.**

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

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

**MOTION CARRIED.**

**12. Date of Next Meeting**

Wednesday, December 21, 2016  
**Central Library, Board Room, 5<sup>th</sup> Floor**  
5:00 p.m. Dinner  
6:00 p.m. Meeting

**13. Adjournment**

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF  
WEDNESDAY, NOVEMBER 16, 2016 BE ADJOURNED.**

**MOTION CARRIED.**

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