

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

## **MINUTES**

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

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

**REGRETS:** Suzan Fawcett

**Guests:** Grace Wang, Invizij Architects Inc  
Assad Hoosein, Manager of Facilities

### **1. Discussion Period**

1.1 Images of the progress to date for the Binbrook Library were presented to the Library Board.

### **2. Acceptance of the Agenda**

Item #11.1 - remove from agenda.

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

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

**MOTION CARRIED.**

**3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, November 16, 2016**

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

**THAT THE LIBRARY BOARD MINUTES OF THE NOVEMBER 16, 2016 MEETING BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

**4. Presentations**

4.1 Valley Park Feasibility Study – Grace Wang

Ms Wang provided an update regarding the Valley Park Library.

4.2 Library Board Website Search – Sherry Fahim

Ms Fahim provided a presentation on the new searching capabilities of the information relating to the Library Board.

4.3 Youth Services Resources Renewal – Lita Barrie

Ms Barrie provided an update on the accomplishments over the past year of the youth services resources.

**5. Consent Items**

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

**THAT CONSENT ITEMS 5.1. 5.2. 5.3 AND 5.4 BE APPROVED AS PRESENTED.**

**MOTION CARRIED.**

5.1 That the Hamilton Public Library approve the attached amended By-Laws.

5.2 That the Hamilton Public Library Board approve the updated Privacy Policy for Library Customers.

5.3 That the Hamilton Public Library Board approve the updated Advocacy and Political Participation Policy.

5.4 That the attached report be received for information.

## 6. Business Arising

### 6.1 Upcoming and Outstanding Agenda Items

**MOVED** by Councillor Partridge, seconded by Councillor Pearson,

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

**MOTION CARRIED.**

## 7. Correspondence

There was no correspondence.

## 8. Reports

### 8.1 Chief Librarian's Report

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

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

**MOTION CARRIED.**

### 8.2 Youth Services Storytime Results

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

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

**MOTION CARRIED.**

### 8.3 Budget Variance Report

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

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

**MOTION CARRIED.**

8.4 Reserve Report

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

**THAT THE LIBRARY RESERVES UPDATE BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

8.5 FOPL Reports

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

**THAT THE FOPL REPORTS: ONTARIO PUBLIC LIBRARY OPERATING DATA 2005 -2014 AND FOPL RESEARCH TASK FORCE REPORT BE RECEIVED FOR INFORMATION AND CONSIDERATION.**

**MOTION CARRIED.**

9. New Business

9.1 Non-Union Library Page Salaries

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

**THAT THE SALARY SCHEDULE FOR THE NON-UNION LIBRARY PAGE POSITIONS BE INCREASED BY 2% EFFECTIVE JANUARY 1, 2017.**

**MOTION CARRIED.**

9.2 Non-Union Compensation Structure

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

**THAT THE SALARY SCHEDULE FOR THE NON-UNION MANAGEMENT AND PROFESSIONAL EXEMPT EMPLOYEE GROUP EFFECTIVE JANUARY 1, 2017 BE ALIGNED WITH THE CITY NON-UNION COMPENSATION STRUCTURE, APPROVED BY COUNCIL JUNE 22, 2016, WHICH ARE OUR COMPARATORS, IN ORDER TO MAINTAIN PAY EQUITY COMPLIANCE AS WELL AS INTERNAL EQUITY.**

**MOTION CARRIED.**

9.3 2017 Goals - PT

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD ADOPT THE CHIEF LIBRARIAN/CEO GOALS FOR 2017.**

**MOTION CARRIED.**

**10. Policies**

10.1 Fund Raising & Donations Policy (2<sup>nd</sup> Reading)

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

**THAT THE ATTACHED DONATIONS, SPONSORSHIP & FUNDRAISING POLICY BE APPROVED.**

**THAT THE HAMILTON PUBLIC LIBRARY ESTABLISH A DONATIONS RESERVE FUND. UNDESIGNATED DONATIONS RECEIVED WOULD BE TRANSFERRED TO THE DONATIONS RESERVE FUND ANNUALLY.**

**MOTION CARRIED.**

**11. Private and Confidential**

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

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN CAMERA TO DISCUSS THE CEO PERFORMANCE 2016.**

**MOTION CARRIED.**

**MOVED** by Councillor Pearson, seconded by Councillor Partridge,

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

**MOTION CARRIED.**

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

**THAT THE LIBRARY BOARD APPROVE A POSITIVE PERFORMANCE APPRAISAL FOR THE CHIEF LIBRARIAN IN 2016, AND**

**THAT THE CHIEF LIBRARIAN'S SALARY BE INCREASED TO THE NEXT PROGRESSION IN HIS PAY LEVEL (LEVEL 5) EFFECTIVE JANUARY 1, 2017.**

**MOTION CARRIED.**

**12. Date of Next Meeting**

Wednesday, January 18, 2017  
**Central Library, Board Room, 5<sup>th</sup> Floor**  
5:30 p.m. Dinner  
6:00 p.m. Meeting

**12. Adjournment**

**MOVED** by Ms Cecchetto, seconded by Ms Gautey,

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

**MOTION CARRIED.**

The meeting was adjourned at 8:00 p.m.

Minutes recorded by Karen Hartog