

Mission Statement
Freedom to Discover

Strategic Priorities
A Community Beacon Relevant and Responsive
A Creative and Changing Organization

HAMILTON PUBLIC LIBRARY BOARD

Inaugural and Regular Board Meeting

Wednesday, January 18, 2017

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, Suzan Fawcett

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

REGRETS: Clare Wagner, Councillor Pearson, Councillor Partridge

Guests:

HPL Canada 150 – Naomi Brun, Caitlin Fralick, Suzan Hampson, Karen Milligan,
Laura Lukasik

Facilities – Assad Hoosein

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

1. Discussion Period

1.1 The latest images of the Binbrook construction project were shared
with Library Board members.

2. Acceptance of the Agenda

Add: 13.1 Contract Negotiations

MOVED by Ms Cecchetto, seconded by Mr. Kirkpatrick,

THAT THE AGENDA BE ACCEPTED AS AMENDED.

MOTION CARRIED

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, December 21, 2016

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

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, DECEMBER 21, 2017 BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

4. Report of the Nominating Committee Meeting of Tuesday, January 10, 2017 and Elections

Nominating Committee members included Ms Leach, Ms Fawcett, and Mr. Takala. Ms Leach presented the report of the Nominating Committee from its meeting held January 10, 2017.

Ms Gautrey presented the slate of officers as recommended by the Nominating Committee. Nominations for positions were opened to the floor.

MOVED by Ms Gautrey, seconded by Mr. Kirkpatrick,

THAT REPORT FROM THE NOMINATING COMMITTEE BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Ms Cecchetto,

THAT NOMINATIONS FROM THE FLOOR BE CLOSED.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Ms Cecchetto,

THAT THE SLATE OF OFFICERS FOR THE 2017 LIBRARY BOARD BE ADOPTED AS FOLLOWS:

CHAIRPERSON: George Geczy

VICE-CHAIRPERSON: Lori-Anne Spence-Smith

**AUDIT COMMITTEE: George Geczy
Jennifer Gautrey**

**John Kirkpatrick
Mary Ann Leach**

Alt: Lori-Anne Spence-Smith

SOLS REPRESENTATIVE: Vikki Cecchetto

TREASURER: Paul Takala

MOTION CARRIED.

5. 2017 Board Chairman Calls the Inaugural Meeting to Order at 6:10p.m.

6. Presentations

6.1 Canada 150

Ms Milligan, Ms Brun, Ms Lukasik, Ms Hampson and Ms Fralick presented the goals and plans for the Library's participation in the Canada 150 celebrations.

6.2 2017 Draft Budget Presentation

Mr. Takala presented the draft 2017 Library Operating budget to Library Board Members for feedback. The presentation will be presented to Council on January 26th.

7. Consent Items

MOVED by Ms Leach, seconded by Ms Cecchetto,

THAT CONSENT ITEM 7.1 AND 7.2 BE APPROVED AS PRESENTED.

MOTION CARRIED.

7.1 That the Upcoming and Outstanding Agenda Items report be received.

7.2 That the lease between the Hamilton Public Library and Vanderlaan C. S. Ltd. be renewed for a two year period from January 1, 2017 to December 31, 2018 at a total lease cost of \$37,375 for 2017 and \$38,490 for 2018 plus applicable HST.

8. Business Arising

8.1 Carlisle Report

A footnote will be included on the key indicator comparison page to reflect the increase in physical circulation being attributed to the new ILS system and that renewals are now included in the individual branch figures versus system figures.

Details regarding scope of the feasibility study will be presented to the Library Board at its February meeting.

MOVED by Mr. Brown, seconded by Ms Leach,

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVES THIS REPORT FOR INFORMATION AND FEEDBACK AND THAT A RECOMMENDATION ON APPROVED ACTIONS FOR THE CARLISLE BRANCH OCCURS AFTER RECEIPT OF THE ONGOING FEASIBILITY STUDY AND FURTHER DISCUSSIONS REGARDING RURAL LIBRARY SERVICE.

MOTION CARRIED.

8.2 Lessons Learned Waterdown & Other Projects

MOVED by Ms Leach, seconded by Mr. Brown,

THAT THIS REPORT ON LESSONS LEARNED BE RECEIVED FOR COMMENT AND THAT STAFF INCORPORATE RELEVANT INFORMATION AND BOARD FEEDBACK INTO THE FACILITIES MASTER PLAN.

MOTION CARRIED.

9. Correspondence

No correspondence.

10. Reports

10.1 Chief Librarian's Report

MOVED by Ms Fawcett, seconded by Ms Cecchetto,

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

MOTION CARRIED.

10.2 Metrics Report 2016

MOVED by Mr. Kirkpatrick, seconded by Ms Leach,

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

MOTION CARRIED.

11. New Business

No new business items.

12. Policies

12.1 Borrowing Policy (1st Review)

MOVED by Ms Leach, seconded by Mr. Brown,

THAT THE ATTACHED BORROWING POLICY BE RECEIVED FOR INFORMATION AND COMMENT.

MOTION CARRIED.

12.2 Accessibility for Customers with Disabilities (1st Review)

MOVED by Mr. Brown, seconded by Ms Gautrey,

THAT THE ATTACHED ACCESSIBILITY FOR INDIVIDUALS WITH A DISABILITY POLICY BE RECEIVED FOR INFORMATION AND COMMENT.

MOTION CARRIED.

12.3 Staff Development & Training (1st Review)

MOVED by Mr. Kirkpatrick, seconded by Ms Leach,

THAT THE ATTACHED STAFF DEVELOPMENT AND TRAINING POLICY BE RECEIVED FOR INFORMATION AND COMMENT.

MOTION CARRIED.

12.4 Employee Assistance Program (1st Review)

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

THAT THE ATTACHED EMPLOYEE AND FAMILY ASSISTANCE (EFAP) POLICY BE RECEIVED FOR INFORMATION AND COMMENT.

MOTION CARRIED.

13. Private and Confidential

MOVED by Ms Cecchetto, seconded by Mr. Brown,

THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS CONTRACT NEGOTIATIONS.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Mr. Brown,

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

14. Date of Next Meeting

Wednesday, February 15, 2017
Central Library, Board Room, 5th Floor
5:30 p.m. Dinner
6:00 p.m. Meeting

15. Adjournment

MOVED by Ms Cecchetto, seconded by Mr. Kirkpatrick,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, JANUARY 18, 2017 BE ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 8:25 p.m.

Minutes recorded by Karen Hartog