

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, May 17, 2017
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting

MINUTES

PRESENT: Jennifer Gautrey, Vikki Cecchetto, Douglas Brown, John Kirkpatrick, Lori-Anne Spence-Smith, Councillor Partridge, Suzan Fawcett

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

REGRETS: George Geczy, Mary Ann Leach, Councillor Pearson, Clare Wagner, John Kirkpatrick

Guests: Assad Hoosein

Ms Spence-Smith called the meeting to order at 6:02 p.m.

1. Discussion Period

There were no discussion items.

2. Acceptance of the Agenda

Moved by Ms Fawcett, seconded by Ms Gautrey,

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, April 19, 2017

MOVED by Mr. Brown, seconded by Ms Cecchetto,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, APRIL 19, 2017 BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

4.1 Facilities Update

Mr. Hoosein provided an update on the various facility projects being worked on throughout the system.

5. Strategic Planning

5.1 Meeting User Needs IV

MOVED by Ms Gautrey, seconded by Mr. Brown,

THAT THE HAMILTON PUBLIC LIBRARY RECEIVE THIS REPORT FOR INFORMATION AND COMMENT.

MOTION CARRIED.

5.2 Strategic Plan Process

MOVED by Ms Gautrey, seconded by Mr. Brown,

THAT THE HAMILTON PUBLIC LIBRARY RECEIVE THIS REPORT FOR INFORMATION AND COMMENT.

MOTION CARRIED.

6. Consent Items

Board members requested that item 6.2 be removed from the consent agenda and be added to the new reports section, item 9.4.

MOVED by Councillor Partridge, seconded by Ms Gautrey,

THAT CONSENT ITEM 6.1, 6.3, AND 6.4 BE APPROVED AS PRESENTED.

MOTION CARRIED.

- 6.1 That the Upcoming and Outstanding Agenda Items report be received.
- 6.3 That the Hamilton Public Library Board approve the updated Collections Policy.
- 6.4 That the Hamilton Public Library Board approve the updated Library Board Policy Manual.

7. Business Arising

8. Correspondence

9. Reports

- 9.1 Chief Librarian's Report

MOVED by Ms Fawcett, seconded by Ms Gautrey,

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

MOTION CARRIED.

- 9.2 2016 Annual Financial Report

MOVED by Ms Gautrey, seconded by Ms Cecchetto,

THAT THE ANNUAL FINANCIAL REPORT FOR 2016 BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

- 9.3 Facilities Projects Update

MOVED by Ms Gautrey, seconded by Ms Fawcett,

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

MOTION CARRIED.

9.4 Report from the Audit Committee

MOVED by Ms Fawcett, seconded by Ms Gautrey,

THAT THE REPORT FROM THE AUDIT COMMITTEE BE APPROVED AS PRESENTED.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE DRAFT FINANCIAL STATEMENTS AS PRESENTED BY KPMG.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE INDEPENDENT AUDITOR'S REPORT AS PRESENTED BY KPMG.

MOTION CARRIED.

MOVED by Ms Fawcett, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE HAMILTON PUBLIC LIBRARY BOARD TRUST FUNDS REPORT AS PRESENTED BY KPMG.

MOTION CARRIED.

10. New Business

10.1 2017 Operating Budget Update

MOVED by Ms Fawcett, seconded by MR. Brown,

THAT THE 2017 BUDGET VARIANCE REPORT AS AT MARCH 31ST, 2017 AND ESTIMATED TO DECEMBER 31, 2017 BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

10.2 Geographic Representation of Usage

MOVED by Ms Gautrey, seconded by Ms Fawcett,

THAT THE LIBRARY BOARD RECEIVES THE GEOGRAPHIC REPRESENTATION OF USAGE REPORT FOR ITS INFORMATION AND FEEDBACK.

MOTION CARRIED.

MOVED by Councillor Partridge, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY BOARD BE RESSESSED 7:30 P.M. TO RECONVENE AT 5:00 P.M. ON JUNE 21, 2017, WITH THE FOLLOWING ITEMS BEING CARRIED OVER:

10.3 Service Hours Report

MOTION CARRIED.

Minutes recorded by Karen Hartog