

Mission Statement

Freedom to Discover

Strategic Priorities

Strengthening the Community Strengthening Individuals Strengthening Our Organization

HAMILTON PUBLIC LIBRARY BOARD

**Regular Board Meeting
Wednesday, March 19, 2008
Central Library, Board Room**

5:30 p.m. Dinner
6:00 p.m. Meeting

AGENDA

1. **Discussion Period**
2. **Acceptance of the Agenda**
3. **Minutes of the Hamilton Public Library Board Meeting of Wednesday, February-20, 2008** **Attachment #3**
4. **Presentations**
 - 4.1 Staff Intranet Demonstration – PT
5. **Consent Items**
 - 5.1 Chief Librarian's Report Attachment #5.1
Suggested Action: Receive
6. **Business Arising**
 - 6.1 Strategic Plan – KR Attachment #6.1
Suggested Action: Receive
 - 6.2 Facilities Master Plan Updates – KR Oral Report
7. **Correspondence**

No correspondence.
8. **Reports**

No report.

9. New Business

No new business

10. Private and Confidential

11. Date of Next Meeting

Wednesday, April 16, 2008

Central Library, Board Room, 5th Floor

5:30 p.m. Dinner

6:00 p.m. Meeting

12. Adjournment

HAMILTON PUBLIC LIBRARY
LIBRARY BOARD

UPCOMING/OUTSTANDING ISSUES

Issue	Date Action Initiated	Admin Member/Staff Who Initiated	Month item will appear on Agenda

**HAMILTON PUBLIC LIBRARY BOARD
Regular Meeting**

**Wednesday, February 20, 2008
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting**

MINUTES

PRESENT: Jennifer Gautrey, Maureen McKeating, Krzysztof Gumieniak,
Suzan Fawcett, Mary Ann Leach, Councillor Jackson, Councillor Pearson,
George Nakamura

REGRETS: George Geczy, Doreen Horbach, Santina Moccio

STAFF: Ken Roberts, Maureen Sawa, Beth Hovius, Helen Benoit, Kit Darling,
Karen Hartog

Ms Gautrey called the meeting to order at 6:05 p.m.

1. DISCUSSION PERIOD

- 1.1 Ms Fawcett, Mr. Roberts and Mr. Gumieniak provided an overview of the sessions attended at the recently held Ontario Library Association Conference.
- 1.2 Mr. Gumieniak, Mr. Geczy, Ms Gautrey, Ms Darling, Mr. Takala, Mr. Glidden, Ms Wood and Ms Houghton attended the launch of Heritage Week where three Provincial Ministers and three Members of Parliament were in attendance. The Ontario Time Machine project was launched and looks magnificent. The Ontario Time Machine project was created in partnership with the Toronto Public Library and Kingston Frontenac Public Library.
- 1.3 Mr. Roberts reported on the recent article appearing in the Flamborough Review and comments received to date from the public. A Q&A will be prepared and posted on the library's website,

2. ACCEPTANCE OF THE AGENDA

MOVED by Ms Moccio, seconded by Ms Gautrey,

THAT THE AGENDA BE APPROVED AS PRESENTED.

MOTION CARRIED.

3. MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, JANUARY 16, 2008

MOVED by Mr. Gumieniak, seconded by Ms Fawcett,

THAT THE HAMILTON PUBLIC LIBRARY BOARD MINUTES OF WEDNESDAY, JANUARY 16, 2008 BE ADOPTED AS PRESENTED.

MOTION CARRIED.

4. PRESENTATIONS

No presentations.

5. CONSENT ITEMS

MOVED by Ms McKeating, seconded by Ms Leach,

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

MOTION CARRIED.

5.1 That Krzysztof Gumieniak be appointed by the Hamilton Public Library as its Southern Ontario Library Services (SOLS) representative.

5.2 Received for information.

5.3 Received for information.

6. BUSINESS ARISING

6.1 Strategic Plan

MOVED by Ms Fawcett, seconded by Councillor Pearson,

THAT THE MISSION STATEMENT FOR THE HAMILTON PUBLIC LIBRARY BE CHANGED AND THAT THE NEW MISSION STATEMENT BE: FREEDOM TO DISCOVER.

THAT ADMINISTRATION DO A COMPLETE SEARCH FOR ANY OWNERSHIP CLAIMS THAT MIGHT LIMIT USE OF THE TERM FREEDOM TO DISCOVER AND, IF THERE ARE NO SUCH CLAIMS, THAT ADMINISTRATION ACT TO ENSURE THAT THE HAMILTON PUBLIC LIBRARY'S RIGHT TO USE THE TERM IS PROTECTED.

THAT THE VALUES FOR THE HAMILTON PUBLIC LIBRARY REMAIN THE SAME BUT THAT THE DEFINITIONS FOR EACH VALUE BE ALTERED SO THAT THE VALUES STATEMENT READS AS FOLLOWS:

INTELLECTUAL FREEDOM

- **PROVIDING ACCESS TO ALL EXPRESSIONS OF KNOWLEDGE AND CREATIVITY**

INCLUSIVENESS

- **CONNECTING WITH DIVERSE COMMUNITIES**

INNOVATION

- **ANTICIPATING AND RESPONDING TO CHANGING NEEDS**

RESPECT

- **EMBRACING A DIVERSITY OF OPINIONS AND PROTECTING THE DIGNITY OF INDIVIDUALS**

ACCOUNTABILITY

- **ENSURING THAT LIBRARY SERVICES ARE VITAL AND RELEVANT**

THAT THE STRATEGIC PRIORITIES OF THE HAMILTON PUBLIC LIBRARY FOR THE PERIOD 2008-2011 BE:

**STRENGTHENING THE COMMUNITY
STRENGTHENING INDIVIDUALS
STRENGTHENING OUR ORGANIZATION**

THAT ADMINISTRATION PRESENT, AT THE MARCH MEETING, BRIEF DESCRIPTIONS FOR EACH STRATEGIC PRIORITY IN ORDER TO PROVIDE A VISION FOR THE INTENDED OUTCOMES. THESE DESCRIPTIONS ARE TO USE THE DRAFT CONCEPTS DEVELOPED BY THE LIBRARY BOARD AT ITS FEBRUARY 12TH STRATEGIC PLANNING MEETING.

MOTION CARRIED.

6.2 2008 Operating Budget

Mr. Roberts provided an update on the 2008 operating budget and the presentation to Council by the Library Board.

6.3 Turner Park Update

MOVED by Ms McKeating, seconded by Mr. Gumieniak

THAT THE NAME FOR THE YMCA/HAMILTON PUBLIC LIBRARY BUILDING UNDER CONSTRUCTION IN TURNER PARK BE THE TURNER PARK COMMUNITY CENTRE AND THAT THIS NAME BECOME OFFICIAL ONCE BOTH THE LIBRARY BOARD AND THE YMCA OF HAMILTON/BURLINGTON APPROVE OF THE NAME.

MOTION CARRIED.

7. **CORRESPONDENCE**

No correspondence.

8. **REPORTS**

8.1 Audit Committee Report

Mr. Nakamura reported on the discussions at the Audit Committee meeting.

MOVED by Mr. Nakamura, seconded by Ms Leach,

THAT THE MINUTES OF THE AUDIT COMMITTEE MEETING OF FEBRUARY 12, 2008 BE APPROVED AS PRESENTED.

MOTION CARRIED.

9. **NEW BUSINESS**

9.1 RFP Results for DVD Tender

MOVED by Ms Fawcett, seconded by Ms Leach

THAT MIDWEST TAPES/CVS BE SELECTED AS PRIMARY VENDOR OF DVDS AND CDS FOR THE PERIOD APRIL 1, 2008 TO MARCH 31, 2011, WITH AN OPTION TO RENEW FOR TWO ONE-YEAR PERIODS.

MOTION CARRIED.

9.2 RFP Results for Turner Park Collections

MOVED by Councillor Pearson, seconded by Ms Leach

THAT BAKER AND TAYLOR, LIBRARY SERVICES CENTRE AND MIDWEST TAPES/CVS BE APPOINTED THE PRIMARY VENDORS FOR THE SELECTION, PROCESSING AND CATALOGING OF THE TURNER PARK OPENING DAY COLLECTION.

MOTION CARRIED.

9.3 CLA Statement on Diversity & Inclusion

MOVED by Councillor Jackson, seconded by Mr. Gumieniak

THAT THE CANADIAN LIBRARY ASSOCIATION STATEMENT ON DIVERSITY AND INCLUSION BE ACCEPTED AS A POSITION STATEMENT OF THE HAMILTON PUBLIC LIBRARY BOARD.

MOTION CARRIED.

10. **PRIVATE AND CONFIDENTIAL**

No reports.

11. DATE OF NEXT MEETING

Wednesday, March 19, 2008
Central Library, Board Room, 5th Floor
5:30 p.m. Dinner
6:00 p.m. Meeting

12. ADJOURNMENT

MOVED by Ms Fawcett, seconded by Councillor Pearson,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, FEBRUARY 20, 2008 BE ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 6:50 p.m.

Minutes recorded by Karen Hartog.

Chief Librarian's Report March, 2008

Chamber of Commerce 2007 Outstanding Business Achievement Award

The Hamilton Public Library will be presented with a 'Century Award' by the Chamber of Commerce at their March 26th Outstanding Business Achievement awards dinner.

Local History and Archives

Along with the successful launch of the Ontario Time Machine project in Hamilton, February's Ontario Heritage Week provided us with an opportunity to announce the renaming of the Special Collections department, which is now called 'Local History and Archives'.

Central Library

Staff continue to work with David Premi Architects Inc. to refine the functional program requirements for the Central Library's renovation project, which is being developed in conjunction with the Farmers' Market refurbishment. We expect to see conceptual drawings by April.

What's Happening - Spring, 2008

The latest version of 'What's Happening' was released on March 5th. A terrific range of programs for all ages is featured.

March Break - 2008

March Break was a busy week at all library locations. Programs were offered for all ages from preschoolers to teens. Library staff presented puppet shows, organized gaming sessions, craft programs, story times and library bingo.

Hamilton Families Read

The fourth annual Hamilton Families Read program took place from January 21 to 27 as a component of Hamilton Family Literacy Week. This week-long family literacy celebration coincides with Family Literacy Day in January and includes many community partners and a various literacy programs. Total participation for this year was over 1,500 (1,293 children and 210 adults.)

MELD

HPL's MELD project has been chosen as one of the family literacy initiatives for a best practice research project by the Ontario Literacy Coalition.

National Book Service

We have just received notification that our main supplier of new library books is closing on March 31, 2008. Staff are currently investigating options to re-direct orders to other vendors. Every attempt is being made to minimize the impact this will have on our operations.

Dundas Renovations

Dundas library will be closed either the 2nd or 3rd week of April for 1 - 2 days to complete the current renovations.



Hamilton Public Library

Date: March 13, 2008
To: Chair and Members of the Board
From: Ken Roberts, Chief Librarian
Subject: Descriptions for Strategic Priorities

Recommendation
Receive for information.

Background

At its meeting in February, the Library Board approved the recommendation for the mission statement, values and priorities. In the recommendation, it stated "That Administration present, at the March meeting, brief descriptions for each strategic priority in order to provide a vision for the intended outcomes. These descriptions are to use the draft concepts developed by the Library Board at its February 12th Strategic Planning meeting."

Attached are draft descriptions for the strategic priorities.



Hamilton Public Library Board Strategic Priorities 2008 - 2011

Strengthening Communities

DRAFT TEXT: The Hamilton Public Library will be a source of civic pride. We will offer welcoming public spaces where ideas are freely explored, events take place and people of diverse backgrounds feel equally at home. The library will make a positive social and economic impact. The library will preserve Hamilton's historic past and help community members to shape its future.

Strengthening Individuals

DRAFT TEXT: The Hamilton Public Library will serve people in ways that are relevant to their unique circumstances. The library will make it easy for the user to find what they are looking for and to delight in the discovery of things that are new. We unite people, information and ideas using technology and personal service." The library will search for exciting ways for community members to become engaged in the development of library services.

Strengthening our Organization

DRAFT TEXT: The Hamilton Public Library will be a global leader, helping to ensure that public libraries remain relevant institutions. With a strong culture of leadership, the Hamilton Public Library will be both dynamic and resourceful. The library will embrace change to ensure that we are both relevant and effective. Staff will be encouraged to think, to contribute and to grow as knowledge workers.