

Mission Statement

Freedom to Discover

Strategic Priorities

Strengthening Communities Strengthening Individuals Strengthening Our Organization

HAMILTON PUBLIC LIBRARY BOARD

Regular Board Meeting
Wednesday, November 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 October 22, 2008 Attachment #3
4. Presentations
5. Consent Items
 - 5.1 2009 Meeting Dates Attachment #5.1
 - 5.2 Chief Librarian's Report **Suggested Action: Recommendation**
Attachment #5.2
Suggested Action: Receive
6. Business Arising
 - 6.1 Facilities Update – WG/KR Oral Report
7. Correspondence
8. Reports
9. New Business

10. Private and Confidential

10.1 2009 Draft Operating Budget – WG

11. Date of Next Meeting

Wednesday, December 17, 2008

Central Library, Board Room, 5th Floor

5:00 p.m. Holiday 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, October 22, 2008
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting**

MINUTES

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

REGRETS: Doreen Horbach, Santina Moccio, Maureen McKeating

STAFF: Ken Roberts, Maureen Sawa, Beth Hovius, Lisa DuPelle, Kit Darling,
Bill Guise, Karen Hartog

Ms Gautrey called the meeting to order at 6:10 p.m.

1. DISCUSSION PERIOD

- 1.1 Mr. Roberts reported that the Hamilton Public Library was profiled in the latest copy of the ULC Newsletter.
- 1.2 Ms Darling reported that the Ontario Time Machine project is on the shortlist for the 2008 Ontario Public Library Service Awards. This project was a joint partnership with Toronto Public Library and Kingston Public Library.

2. ACCEPTANCE OF THE AGENDA

Add: 6.2 Sherwood Branch Library Lease Extension

MOVED by Mr. Gumieniak, seconded by Ms Leach,

THAT THE AGENDA BE APPROVED AS AMENDED.

MOTION CARRIED.

**3. MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, SEPTEMBER 17, 2008**

MOVED by Councillor Pearson, seconded by Ms Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MINUTES OF
WEDNESDAY, SEPTEMBER 17, 2008 BE ADOPTED AS PRESENTED.**

MOTION CARRIED.

4. PRESENTATIONS

No presentations.

5. CONSENT ITEMS

MOVED by Councillor Jackson, seconded by Ms Fawcett,

THAT CONSENT ITEM 5.1 and 5.2 BE APPROVED AS PRESENTED.

MOTION CARRIED.

5.1 That the Non Union schedules be updated to reflect the City of Hamilton increase of 3% effective January 1, 2007 (net of the 2.5% increase previously provided) and 3% effective January 1, 2008 and individual salaries of current employees be adjusted accordingly.

5.2 That Administration be authorized to negotiate the possible placement, within the Central Library, of a Gallery of Distinction wall display to honour Gallery of Distinction inductees.

6. BUSINESS ARISING

6.1 2009 Draft Operating Budget

MOVED by Mr. Gumieniak, seconded by Mr. Geczy,

THAT THE ATTACHED 2009 DRAFT OPERATING DATED OCTOBER 17, 2008 BE ACCEPTED FOR INFORMATION.

MOTION CARRIED.

6.2 Sherwood Branch Library Lease Extension

Mr. Guise distributed copies of the memorandum of agreement between Norold Holdings Corporation and the Hamilton Public Library Board and a recommendation.

MOVED by Councillor Jackson, seconded by Ms Leach,

THAT THE MEMORANDUM OF AGREEMENT BETWEEN NOROLD HOLDINGS CORPORATION AND THE HAMILTON PUBLIC LIBRARY BOARD AS ATTACHED BE APPROVED; AND

THAT THE CHIEF LIBRARIAN BE AUTHORIZED TO SIGN THE AGREEMENT ON BEHALF OF THE LIBRARY BOARD.

MOTION CARRIED.

7. **CORRESPONDENCE**

Letter from Jennifer Gautrey to CUPE 932 dated September 22, 2008

Received for information.

Letter from Jennifer Gautrey to Andrea Horwath, MPP, dated September 22, 2008

Received for information.

8. **REPORTS**

8.1 Chief Librarian's Report

Received for information.

9. **NEW BUSINESS**

9.1 Capital Budget/Facilities Report

Mr. Guise provided an update on the Waterdown capital project and the recently held Audit and Administration Committee meeting.

Three public consultation sessions have been scheduled for the North End residents on November 3rd, 11th and 13th.

MOVED by Ms Fawcett, seconded by Mr. Gumieniak,

THAT THE ATTACHED STAFF DIRECTIONS: FACILITIES PLANNING CHART WHICH OUTLINES INSTRUCTIONS GIVEN TO STAFF REGARDING LIBRARY OPERATED FACILITIES, BE APPROVED.

MOTION CARRIED.

10. **PRIVATE AND CONFIDENTIAL**

MOVED by Councillor Pearson, seconded by Mr. Gumieniak,

THAT THE LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS PAY EQUITY AND STAFFING ISSUES.

MOTION CARRIED.

MOVED by Ms McKeating, seconded by Ms Leach,

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

11. DATE OF NEXT MEETING

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

12. ADJOURNMENT

MOVED by Mr. Gumieniak, seconded by Ms McKeating,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF
WEDNESDAY, OCTOBER 22, 2008 BE ADJOURNED.**

MOTION CARRIED.

The meeting was adjourned at 8:15 p.m.

Minutes recorded by Karen Hartog.



Hamilton Public Library

Date: November 19, 2008
To: Chair and Members of the Board
c.c. Ken Roberts, Chief Librarian
From: Karen Hartog, Administrative Assistant
Subject: 2009 Meeting Dates

RECOMMENDATION:

That the Hamilton Public Library schedule its 2009 Board meetings on the following dates.

- January 21st
- February 18th
- March 19th
- April 22nd (Council meeting being held on April 15th)
- May 20th
- June 17th (Chairmen's Dinner to be held following meeting)
- September 23rd (Council meeting being held on September 16th)
- October 21st
- November 18th
- December 16th

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

There are no financial implications.

BACKGROUND:

The above-noted Board meeting schedule has been compared to the Council meetings in order to avoid conflicts. Council meets on the 2nd and 4th Wednesdays of the month. Usually, there will be a conflict during the months where there are five Wednesdays. This conflict will occur during the months of April and September. It is being recommended that the Library Board meet on April 22nd and September 23rd.

Chief Librarian's Report November, 2008

Hamilton Roundtable for Poverty Reduction

I have joined the Hamilton Roundtable for Poverty Reduction's neighbourhood development committee. It is primarily composed of representatives from agencies with a presence in Hamilton neighbourhoods, from schools to local government agencies to non-profit organizations. The Library can make considerable contributions in the area of literacy and community development.

Administrative Re-structuring

As part of our close inspection of all areas of the budget, the vacant position of Director of Children and Young Adult Services will not be replaced. We are planning a necessary restructuring of all management functions and responsibilities and intend to reduce the overall management staff complement by one person.

Innovative Environments Conference

Seven staff members attended the Ohio Library Council's 1.5 day Innovative Environments Conference during the first week in November. The consensus is that this was one of the most informative conferences that we have attended in the past several years. It is astonishing, sometimes, how easy it is to look at neighbours and to assume that the reality we see is all that can be seen. One of the more interesting aspects was the fact that so many libraries throughout the country had tax levy issues (for library funding) on the November ballot. The vote results were closely followed and quickly analyzed.

One City Many Stories

The newest variation of our One Book One City program was launched on November 12th. This year, we are featuring three books to be accessible to readers of all ages. Lawrence Hill's widely praised, multiple award-winning novel *The Book of Negroes* is the book club selection; John Cooper's *Rapid Ray*, a biography of Hamilton Olympic Champion sprinter Ray Lewis is the family choice selection; *Handa's Surprise*, by Eileen Browne, is the picture book selection. Our opening events at Sherwood and Central were very well attended and we have many more activities planned for 2009.

Westdale Renovations

By the time of the Board meeting, the renovated Westdale Branch will have re-opened. Changes enable RFID technologies and provide more public space. As we know from the Dundas experience, small renovations can have an extremely powerful impact on a branch. We look forward to public feedback.

The San Jose Way

The Hamilton Public Library aims to provide stimulating environments to promote the freedom to discover. Ruth Barefoot, a library merchandising expert from the San Jose Public Library system, has visited us before and has been extremely helpful. San Jose has developed a distinctive and uniform way of ensuring that there is a strong customer focus in the look of their branches and the attitudes of their staff. We continue to benefit from her expertise.

Gallery of Distinction

The Gallery of Distinction dinner was held on November 5th. Several staff members and Board members attended. Daphne Wood, Karen Hartog, Darcy Glidden, Margaret Houghton and Dan Malstrom were involved in work to assist the Gallery of Distinction. The Library has been an integral part of the planning and delivery of this important community event.

Canadian Library Month

Each fall is a terrific time for popular programs aimed at all ages. Both the Power of the Pen and the Teen Idol programs continue to draw enthusiastic response from the community. We launched a new and highly popular DVD Express Collection and featured a block buster month of October events that were advertised in The Hamilton Spectator.

Annual Fall Book sale

The annual book sale took place September 22nd to September 27th. This is a joint fundraiser with the Soroptimists International of Hamilton-Burlington. Total revenue received is \$23,708.09.