

**MINUTES
OF THE PICKERING PUBLIC LIBRARY BOARD
REGULAR MONTHLY BOARD MEETING
Held November 27, 2008 at 6:15 p.m. at the Central Library Auditorium**

Present: O. Chaudhry, J. Lucas, M. Midolo (7:00 p.m.), A. Naqvi, P. Savel (Chair), J. Sabean
S. Van Steen
Regrets: B. Littley, J. O'Connell
Secretary/Treasurer: C. Mearns
Staff C. Grant
Meeting Commenced: 6:20 p.m.

1. **Confidential Matter**
None.
2. **Public Delegations**
None.
3. **Approval of Agenda, Disclosure of Interest**
No interest was declared.

62.08	Moved:	J. Lucas	Seconded:	O. Chaudhry
	THAT the Agenda be adopted as presented.			
	Carried.			

4. **Board Education**
 - 4.1 Rebecca Fortin (Community Development Council of Durham) presented a profile of community demographic trends in the City of Pickering and Durham Region.
 - 4.2 C. Mearns discussed Board Education topics for 2009. She will submit a list of possible topics for the Board's consideration at the January meeting. C. Mearns also reminded the Board of the December 8th registration deadline for the OLA Superconference.

5. **Consent Agenda**
 - 5.1 Information Update

C. Mearns responded to questions about the Greenwood Library renovations. At this time, Greenwood will be ready to open mid December. In conjunction with the Greenwood community, a grand opening is being planned for January.

63.08	Moved:	J. Lucas	Seconded:	O. Chaudhry
	THAT the Information Update for October and November be adopted as presented			
	Carried.			

6. **Minutes of the Board Meeting held September 25th, 2008**

64.08	Moved:	J. Lucas	Seconded:	A. Naqvi
	THAT the Minutes of the meeting held September 25th, 2008 having been reviewed by each Board Member present at the meeting, be adopted as presented.			
	Carried.			

Business Arising

- 6.1 **CEO Search**
P. Savel provided an update on the CEO Recruitment. When the posting closes, the Chair will print the applications and these will be forwarded in confidence to each Board member before the end of December.

6.2 CEO Evaluation

J. Sabean outlined the recommendations of the CEO Evaluation committee. The committee recommended that the 2008 CEO evaluation will be based entirely on the Executive Monitoring Reports provided by the CEO in compliance with Policy Governance procedure. The Board will consider alternative evaluation methods for the new CEO's probationary period.

6.3 Markham Board Meeting

C. Mearns reported that the Pickering Board's attendance at a future Markham meeting was postponed and will be rescheduled in the new year.

6.4 Board Composition

P. Savel informed the Board that Council has approved the Board's request to add an additional Board member. The appointment will be made at the December 8th meeting of Council.

7. ENDS Discussion - None

8. Staff Reports - None

9. Monitoring Reports

9.1 EL2 Treatment of Clients

65.08	Moved:	M. Midolo	Seconded:	O. Chaudhry
	THAT the Board adopt EL 2 Treatment of Clients as presented.			
	Carried.			

9.2 EL 7 Emergency Executive Succession

66.08	Moved:	M. Midolo	Seconded:	J. Lucas
	THAT the Board adopt EL7 Emergency Executive Succession as presented.			
	Carried.			

10. Report of Community Linkage Committee

J. Lucas provided an update on the 2008 Plan of the Linkage Committee and distributed the draft plan for 2009 for approval at the December 4th, 2008 meeting.

11. Ownership

11.1 Member Reports

None.

12. Governance

12.1 Board Self-evaluation Report

J. Lucas noted that the comments from the November meeting were overall very positive.

12.2 GP3 Board Job Description

67.08	Moved:	J. Sabean	Seconded:	J. Lucas
	THAT the Board adopt GP3 Board Job Description as presented.			
	Carried.			

12.3 GP10 Principles and Guidelines for Board Members

68.08	Moved:	P. Savel	Seconded:	J. Lucas
	THAT the Board adopt GP10 Principles and Guidelines for Board Members as presented.			
	Carried.			

12.4 GP4 Board Members' Code of Conduct

69.08	Moved:	S. Van Steen.	Seconded:	J. Sabean
	THAT the Board adopt GP4 Board Members Code of Conduct as amended.			
	Carried.			

12.5 GP5 Chair's Role

70.08	Moved:	O. Chaudhry	Seconded:	J. Lucas
	THAT the Board adopt GP5 Chair's Role as presented.			
	Carried.			

12.6 GP6 Board Committee Principles

71.08	Moved:	M. Midolo	Seconded:	J. Lucas.
	THAT the Board adopt GP 6 Board Committee Principles as presented.			
	Carried.			

12.7 GP8 Annual Planning

72.08	Moved:	J. Lucas	Seconded:	J. Sabean
	THAT the Board adopt GP 8 Annual Planning as presented.			
	Carried.			

P. Savel requested that each Board Member receive a full set of revised Policies at the January meeting.

13. New Business

P. Savel noted the Museum's "Christmas in the Village" program to be held December 7th and 14th 12:00 – 3:30.

14. Board Self-Evaluation

Distributed.

15. Date of Next Meeting and Adjournment:

The date of the next meeting was Thursday, December 4 2008 at 6:00 p.m. at Al Dente Restaurant

73.08	Moved:	J. Lucas	Seconded:	J. Sabean.
	THAT the meeting be adjourned.			
	Carried.			

The meeting was adjourned at 8:05 p.m.