



Pickering Public Library Board Meeting Minutes

Held January 25, 2018 at 7 pm
In the Central Library Board Room

Attendees: M. Anderson, S. Bhatia, M. Brenner, I. Cumming, J. Sabeau, D. Sharma, S. Sheehy, R. Coelho

Absent: A. Vashisht, I Thomaidis

Staff attending: C. Grant, K. Williams, T. Sinclair

Meeting Commencement Time: 7: 01 pm

1. Public Delegations

Heather Stuart spoke on the topic of the Library's book clubs. Library staff have stated that the current book club model is not sustainable. The book club members feel that this model works for them and they would like the Library staff to implement a new system that co-exists with the current book clubs. The Board Chair asked for a letter from the book clubs on this issue that outlines their concerns. The Library Board will respond in writing.

2. Approval of Agenda, Disclosure of Interest

No interest was declared.

Motion #01.18

Moved by R. Coelho, Seconded by D. Sharma. **MOTION** THAT the Agenda be adopted as amended.
Carried.

3. Board Education

3.1 Local History Collection Database

B. George, Client Service Specialist, presented the new Local History database and outlined how often it is accessed and why it is important to our community.

4. Board Elections

C. Grant acted as chair until the election of executive for 2018.

4.1 Nomination for Election of Chair for 2018

J. Sabean was nominated for the position of Chair for 2018. J. Sabean accepted the nomination.

Motion #02.18

Moved by S. Bhatia, Seconded by D. Sharma. **MOTION** THAT J. Sabean be elected Chair for 2018.
Carried.

4.2 Nominations for Election of Vice Chair 2018

S. Sheehy was nominated for the position of Vice Chair for 2018. S. Sheehy accepted the nomination.

Motion #03.18

Moved by S. Bhatia, Seconded by R. Coelho. **MOTION** THAT S. Sheehy be elected Vice Chair for 2018.
Carried.

4.3 Direction to Destroy Ballots

No ballots were used.

4.4 Opportunity for Chair and Vice Chair to Speak

J. Sabean thanked all the Board members for their support. He was looking forward to another great year of accomplishments by the library.

S. Sheehy thanked all the Board members for their support. She was looking forward to working with everyone to get the new, exciting projects going.

J. Sabeau took over the chair

5. Approval of Secretary and Treasurer for 2018

Motion #04.18

Moved by D. Sharma, Seconded by R. Coelho. **MOTION** THAT the Library CEO be confirmed as Secretary for the Board for 2018 and; THAT the City Treasurer be confirmed as Treasurer for the Board for 2018.
Carried.

6. Appointment of Linkage Committee

6.1 Appointment of Linkage Committee Members

Two Board members who are absent will be asked if they would like to sit on Linkage Committee.

Motion #05.18

Moved by S. Bhatia, Seconded by S. Sheehy. **MOTION** THAT S. Bhatia, M. Anderson, R. Coelho be named to the Board Linkage Committee for 2018.
Carried.

6.2 Appointment of Staff Liaison

C. Grant named K. Williams as the Staff Liaison to the Linkage Committee for 2018.

7. Consent Agenda

None

8. Minutes of the Board meeting held December 15, 2017

Motion #06.18

Moved by I. Cumming, Seconded by D. Sharma. **MOTION** THAT the minutes of the meeting held December 15, 2017, having been reviewed by each Board Member present at the meeting, be adopted as presented.
Carried.

9. Ends Discussion

9.1 Strategic Plan 2019-2022 Report(distributed)

C. Grant discussed the upcoming strategic planning process. A draft Strategic Plan will be created for the September 2018 Board meeting and a final plan needs to be ready for the November 2018 Board meeting. The Strategic Planning Advisory Committee will include members of the community, staff and a Board Member. S. Sheehy was recommended by the Chief Executive Officer to represent the Library Board. M. Brenner asked if a Councillor could be an ex-officio to learn about the strategic planning process.

Motion #07.18

Moved by M. Brenner, Seconded by D. Sharma. **MOTION** THAT the Board adopt the Strategic Plan 2019-2022 Report as presented.
Carried.

10. Staff Reports

10.1 CEO Information Update (distributed)

C. Grant noted that the Library has a new online product, Stem Village, which matches the school curriculum and provides tutoring level service to families who cannot afford it.

C. Grant discussed the Federation of Ontario Public Libraries and Ontario Library Association request that Library Board representatives visit with their provincial representative to request additional funding for three asks – increased operating grant, funding for a province-wide digital library and a commitment to use previously designated funds for school libraries. After a discussion, the decision was made for specific Board members to visit with our MPP, Tracey MacCharles, and to consider options to extend their advocacy.

Several board members expressed appreciation for the new layout of the first floor to accommodate the new makerspace and the new children’s area.

11. Monitoring Reports

11.1 EP1 Global Ends Policy (distributed)

C. Grant pointed out details about Library use statistics, such as less use of physical materials, more people in the door and increased online usage. R. Coelho asked about how the Library could track membership of people who use the Library but do not obtain a Library card. C. Grant suggested that the Strategic plan deal with this issue and that smart cards or a promotional campaign could be considered.

Motion #08.18

Moved by D. Sharma, Seconded by R. Coelho. **Motion** THAT the Board adopt EP1 Global Ends Policy as presented and; THAT the Board adopt EP1 Global Ends Policy as presented, the Policy being complete, sound and effective.

Carried.

11.2 EL 8 Asset Protection (distributed)

D. Sharma felt that the Facilities Report that was created in 2009 was old and asked when another report would be created. C. Grant mentioned that this report continues to support her capital budget requests and our needs still have not been met. The City is going to get an asset management system which could help.

M. Brenner asked about the renovation of the Library washrooms. C. Grant said that the washrooms will be re-done in 2019 as a capital project.

Motion #09.18

Moved by M. Anderson, Seconded by R. Coelho. **Motion** THAT the Board adopt Monitoring Report EL 8 Asset Protection as presented and; THAT the Board adopt Policy EL 8 Asset Protection as presented, the Policy being complete, sound and effective.

Carried.

12. Report of the Community Linkage Committee

K. Williams reported that Durham Mental Health Services presented their WRAP (Wellness Recovery Action Plan) program at the Central Library on Friday, January 17th on the recommendation of the Linkage Committee. Seventeen people attended, and the feedback has been positive. M. Brenner mentioned that there are a lack of warming centres for the homeless and that the Library cannot be considered as a solution because they are closed overnight.

13. Ownership**11.3 Member Reports**

S. Bhatia reported that the local Devi Mandir Temple does outreach. They offer a tai chi and yoga class with lunch on Tuesdays and everyone is welcome. The Devi Mandir Temple has also delivered food to a nearby Sikh Temple. S. Bhatia mentioned that World Religion Day was done in Clarington because it moves to a new location each year. She attended the Thai Pongal celebration and noted that a Library representative was present. She also mentioned that Black History Month will launch on January 29th at the Durham Police

Regional Headquarters and everyone is welcome to attend. She is currently work on bringing an International Film Festival to Durham and has been appointed as an ambassador for the Para Olympic games.

S. Sheehy reminded everyone that Pickering 101 registration has opened, and she has signed up.

M. Brenner mentioned that the Toronto Global bid for Amazon is still in the running and Pickering could still be considered a location.

J. Sabean is obtaining historic artwork for Pickering - the portraits of the Richardson family
Bill Lishman died in December 2017 and J. Sabean is working on a proper memorial with the government for Bill Lishman. This could include a Civic Award and an installation.

14. Governance

14.1 Board Self Evaluation Report (none)

None from December 2017 meeting.

14.2 BCD 1 Global Board – CEO delegation

D. Sharma reported that there were no necessary amendments to BCD 1 and that he felt that the Board was in compliance with the policy.

Motion #10.18

Moved by D. Sharma , Seconded by S. Bhatia **Motion** THAT the Board adopt Policy BCD 1 Global Board – CEO delegation as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.

Carried.

14.3 2018 Board Calendar (distributed)

C. Grant noted an omission in the calendar of the Board retreat for the Strategic Plan in July. An edited version will be sent to the Board. C. Grant will send out a separate email on the Board Calendar to the Councillor's assistant to ensure that these dates are entered into the City Councillors' agendas.

Motion #11.18

Moved by M. Brenner, Seconded by I. Cumming. **Motion** THAT the Board adopt the 2018 Board Calendar as presented.
Carried.

15. Board Policy Review

15.1 Assigned for February 22, 2018 (All members should read):

EL 3 Staff Treatment	R. Coelho
BCD 2 Unity of Control	D. Sharma
GP1 Global Governance Commitment	S. Sheehy

16. New Business (none)

C. Grant to prepare a report to the Board on Book Clubs.

Motion #12.18

Moved by M. Brenner, Seconded by I. Cumming. **Motion** THAT the CEO prepare a report on Book Clubs for the Board for the February 2018 Board meeting.
Carried.

17. Confidential Matter

17.1 Personnel Matter

Motion #13.18

Moved by R. Coelho, Seconded by D. Sharma. **Motion** THAT the Board move in camera to discuss a personnel matter about an identifiable individual.
Carried.

18. Board Self Evaluation (distributed at meeting)

