



# Pickering Public Library Board Meeting Minutes

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Held February 23, 2017 at 7 pm  
In the Central Library Board Room

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Attendees: M. Anderson, S. Bhatia, M. Brenner, I. Cumming, J. Sabean (Chair), D. Sharma, S. Sheehy, A. Vashisht.

Absent: R. Coelho, I. Thomaidis

Staff attending: C. Grant, K. Williams, E. Bird.

Meeting  
Commencement Time: 7:00 pm

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## 1. Public Delegations (none)

## 2. Approval of Agenda, Disclosure of Interest

No interest was declared.

### **Motion #13.17**

Moved by D. Sharma. Seconded by M. Brenner. **MOTION** THAT the Agenda be adopted as amended.  
Carried.

**3. Consent agenda (none)**

**4. Board Education**

Discussion of Strategic Planning (Learn HQ) postponed until the March meeting.

**5. Minutes of the Board meeting held January 26, 2017**

**Motion #14.17**

Moved by D. Sharma, Seconded S. Bhatia. **MOTION** THAT the minutes of the meeting held January 26, 2017, having been reviewed by each Board Member present at the meeting, be adopted as presented. Carried.

**6. Ends Discussion**

**6.1 Budget update**

C. Grant reported that the Library budgets approved by Executive Committee this week are the same as the budget last seen by the Board. Budgets to get final approval by Council on Monday. M. Brenner reported that council had asked that the City staff investigate a shared service model. Security was one service to be considered. A report will be presented in June on security.

**6.2 2015 Ministry Statistics**

Discussion of Ministry statistics postponed until the March meeting

**7. Staff Reports**

**7.1 CEO Information Update (distributed)**

C. Grant noted that Reading garden bids were received this week. There were several bids that came in under budget. The project is projected to be completed by the end of June. A public art contest may provide some art for this project.

**7.2 Client Satisfaction Survey 2016 (distributed)**

E. Bird reviewed the findings of the survey with Board members.

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## 8. Monitoring Reports

### 8.1 EL 3 Staff Treatment (distributed)

S. Sheehy reported that the Monitoring Report contained reasonable interpretations and sufficient evidence to conclude that the policy had not been contravened. She felt that there were no necessary amendments.

#### **Motion #15.17**

Moved by S. Sheehy, Seconded by S. Bhatia. **Motion** THAT the Board adopt Monitoring Report EL 3 Staff Treatment as presented and; THAT the Board adopt Policy EL 3 Staff Treatment as presented, the Policy being complete, sound and effective.  
Carried.

## 9. Report of the Community Linkage Committee

Nothing to report. Outreach activities are planned for March.

## 10. Ownership

### 10.1 Member Reports

S. Bhatia reported that she had attended the Chinese New Year celebration and the Rotary Gala event. She talked about the Library, particularly about the PPL Connects project. She had also spoken about organ donation and would like to repeat this talk at Library in the future.

M. Brenner reported that he had done some reading about the library of future. He found an IFLA article talking about anticipating library user needs in 2030. He thought it was important to consider this for strategic planning for the future in Seaton and the expanded Central Library. C. Grant noted that next year is designated for strategic planning for the Board. The link to the article will be sent to the Board. M. Brenner also noted he would like to change the development charges formula with Ontario government. He also reported that public service kiosks for City services are coming to Pickering libraries. Service Ontario and Service Canada considering this option too.

S. Sheehy reported that she had attended the OLBA boot camp at the OLA conference. She found it very informative and encouraged other Board members to attend in the future. She attended sessions on strategies for increasing your library support, interesting marketing ideas, unusual partnerships, and policies for crisis situations.

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J. Sabeau reported that the Pickering Township Historical Society is celebrating its 20<sup>th</sup> anniversary this year. Information will be shared soon.

## 11. Governance

### 11.1 Board Self Evaluation Report

S. Sheehy reported that the evaluations were all satisfactory. A couple of members wondered whether there would be enough time to discuss future planning during regular Board meetings and suggested a separate meeting or meetings to discuss this topic.

### 11.2 BCD 2 Unity of Control

Members reported that there were no necessary amendments to BCD 2 and that they felt that the Board was in compliance with the policy.

#### **Motion #16.17**

Moved by D. Sharma, Seconded by S. Bhatia. **Motion** THAT the Board adopt Policy BCD 2 Unity of Control as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.  
Carried.

### 11.3 GP 1 Global Governance Commitment

A. Vashisht suggested amendments to GP1 and stated that he felt that the Board was in compliance with the policy. Remove the phrase “moral ownership” Add the phrase residents and all other taxpayers.

#### **Motion #17.17**

Moved by A. Vashisht, Seconded by I. Cumming. **Motion** THAT the Board adopt Policy GP1 Global Governance Commitment as amended, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.  
Carried.

**12. Board Policy Review**

**12.1 Assigned for March 23, 2017 (All members should read):**

EL 9 Compensation and Benefits  
BCD 3 Accountability of the CEO  
GP2 Governing Style

M. Anderson  
R. Coelho  
D. Sharma

**13. Confidential Matter (none)**

**14. New Business**

**14.1 Civic Complex Project**

C. Grant reported that the City budget included funds to develop a financial framework and RFP for a Civic Complex to be built beside Central library. The project could include various elements including a Central Library expansion.

**14.2 June Meeting Date**

**Motion #18.17**

Moved by M. Anderson, Seconded by S. Sheehy. **Motion** THAT the June meeting date be changed to June 15, 2017.

Carried

**15. Board Self Evaluation (distributed at meeting)**

**16. Date of Next meeting and Adjournment**

The next Board meeting will be held on Thursday March 23, 2017 at 7 pm in the Central Library Board Room.

**Motion #19.17**

Moved by S. Bhatia, Seconded by D. Sharma. **Motion** THAT the meeting be adjourned.

Carried

The meeting was adjourned at 8:45 pm

Signature of Board Secretary

Date

Signature of Library Board Chair

Date

*Alternate formats available upon request. Please contact Elaine Bird at [elaineb@picnet.org](mailto:elaineb@picnet.org) or 905-831-6265 ext. 6231.*