



# Pickering Public Library Board Meeting Minutes

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Held April 26, 2018 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, I. Thomaidis.

Absent: R. Coelho, A. Vashisht.

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

Meeting  
Commencement Time: 7:03 pm

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## 1. Public Delegations

R. Szpin reported that the current book clubs had many long-term members. These members have been constructively participating in the Library. Members feel that they are experiencing ageism and mistreatment because the Library is proposing changes. They are democratic and welcoming to new members. They were not asked for input and they feel short changed by the Library. The book clubs don't want to be grandfathered. They want to be equal and receive fair treatment.

Board Chair J. Sabean felt that the Library is trying to be fair and is not being undemocratic. The Board will get back to him in writing. Library staff will develop a new book club system and show it to the current book clubs. This issue is being faced by many Libraries and the Library is seeking equality for all members of the community. The Board sets overall policies, and this is an operational issue which rests with Library staff.

## 2. Approval of Agenda, Disclosure of Interest

No interest was declared.

**Motion #23.18**

Moved by S. Bhatia. Seconded by I. Thomaidis. **MOTION** THAT the Agenda be adopted as presented.  
Carried.

**3. Consent Agenda**

**Motion #24.18**

Moved by S. Bhatia, Seconded by M. Anderson. **MOTION** THAT the items in the Consent Agenda be received by the Board.  
Carried.

**4. Board Education**

4.1 CEO Succession Plan

C. Grant asked if there were any questions from the presentation from the March Board meeting. There were no questions.

**5. Minutes of the Board meeting held February 23, 2018. (distributed)**

I. Thomaidis noted that she was absent from the February 23<sup>rd</sup> meeting and the Minutes should be corrected.

**Motion #25.18**

Moved by D. Sharma, Seconded by S. Sheehy. **MOTION** THAT the Minutes of the meeting held February 23, 2018, having been reviewed by each Board Member present at the meeting, be adopted as amended.  
Carried.

**6. Ends Discussion**

6.1 Strategic Plan Update

C. Grant reported that the Strategic Planning team had held their first meeting with the consultant, Overlap. At the first meeting, there was discussion about the process and what the Library wanted to achieve with its new strategic plan. There was consensus that we wanted a plan to ensure that we were continuing to meet the changing needs of the community and that the Library was positioned well for future growth. At the second meeting, the group discussed a community engagement plan by which we will solicit feedback from the community. The Board is asked to review this plan and to suggest community contacts for specific groups, such as seniors or marginalized people and how the Library would connect with these groups. T. Sinclair mentioned

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that there is a good cross section of people on this public committee. The timeline was discussed. Investigations must be complete before July 1<sup>st</sup> when the analysis will begin. Meeting is set for a two-day analysis of information that has been gathered on July 5<sup>th</sup> and 6<sup>th</sup> Exact time for these meetings is still to be determined. Four meetings have been set up with communities that have gone through rapid change and built new libraries.

## 7. Staff Reports

### 7.1 Staff Training Day (GAL closure)

#### **Motion #26.18**

Moved by D. Sharma. Seconded by M. Anderson. THAT the Board approve the closure of the George Ashe Branch on June 15, 2018 to allow for the annual delivery of Staff Training Day. Carried.

### 7.2 CEO Information Update (distributed)

C. Grant pointed out that the Library helped 131 low income residents (primarily seniors) to complete their taxes. This was great assistance for vulnerable residents. Val Crease was given an appreciation award for her work in delivering library service to seniors. A staff member helped a client make a robotic arm and this client has gone on to work at TESLA. The Makers and Artisans group meets weekly in the new Maker Space to attract new members. There are many seniors in this group. The Maker space launch has taken place.

### 7.3 Challenged Library Materials (distributed)

C. Grant explained the governance process to help the Board understand how she made a decision with regard to a recent challenge to a book in the collection. This is an operational issue and decision making is covered by the Resource Development Policy – a public policy available on the Library’s web site. EL 1 Executive Limitation Constraints also directs decision making in that it requires that the CEO comply with legislation and professional standards which support freedom to read.

M. Brenner mentioned that this is also about Human Rights and individual have a right to express their opinion. Individuals have a right to identify an item as offensive. Agreement by the Board that this is a complicated issue. C. Grant mentioned that at a meeting of CEOs it was reported that Ottawa PL has had challenges regarding room bookings and open Internet access. They will be hiring experts to write new policies and will make sure that these policies meet legislative requirements. They will share their policies. M. Brenner pointed out that lawyers will argue different sides of an issue. T. Sinclair mentioned that the Charter of Rights and Freedoms and the Human Rights Code conflict in this situation and both rights are protected. Human Rights Code shows a

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process for dealing with this conflict. Essentially it is: listen to individual and explain your position. The Library did follow this best practice. M. Brenner mentioned that there could be a systemic bias in practice. T. Sinclair did feel that everyone was heard and valued and the solution was reasonable and didn't grievously violate anyone's rights. The decision has been communicated and the Library has not heard any other feedback at this time.

## 8. Monitoring Reports

### 8.1 EL 1 General Executive Constraint (distributed)

S. Sheehy reported that she reviewed this document and has a few highlights. There has been one book challenge. An area of non-compliance with the Public Libraries Act was noted, regarding annual appointment of chair (which should be a four year term appointment , according to the Act. It was felt that this non-compliance would be addressed through a bylaw review

#### **Motion #27.18**

Moved by S. Sheehy, Seconded by D. Sharma. **Motion** THAT the Board adopt Monitoring Report EL 1 General Executive Constraint as presented and; THAT the Board adopt Policy EL 1 General Executive Constraint as presented, the Policy being complete, sound and effective.  
Carried.

### 8.2 EL 9 Compensation and Benefits (distributed)

M. Anderson reported the Library's pay schedule was not on the proper scale and there was a potential to not attracting suitable staff, but by 2019, wages will be on a comparable level.

#### **Motion #28.18**

Moved by M. Anderson, Seconded by M. Brenner. **Motion** THAT the Board adopt Monitoring Report EL 9 Compensation and Benefits as presented and; THAT the Board adopt Policy EL 9 Compensation and Benefits as presented, the Policy being complete, sound and effective.  
Carried.

## 9. Report of Community Linkage Committee

Nothing to Report.

## 10. Ownership

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## 10.1 Member Reports

S. Bhatia mentioned the following items and welcomed Board members to attend:

May 4<sup>th</sup> 6:30 pm - The New Beginnings Interfaith Refugee Support group is planning a benefit concert “A Celebration of Hope” to raise money at Pickering Village United Church.

May 10<sup>th</sup> 6:30 pm - Art and Essay award ceremony hosted by Intercultural Dialogue Institution at the Ajax Convention Centre

May 12<sup>th</sup> – Mother’s Day celebration taking place at Devi Mandir.

S. Sheehy is half way through Pickering 101 and she is enjoying it.

J. Sabean and S. Sheehy gave out prizes at the final of the Battle of the Books. C. Grant mentioned that the Library visits schools with low EDI scores. Glengrove is one of these schools and they won a bronze medal.

C. Grant mentioned the Springfest music festival un Uxbridge. 70% of their set is original music. Amazing support for arts and culture in the community. Communities must nurture love of arts to develop arts. M. Brenner mentioned that the new Arts Studio has opened at the Recreation Complex. It will provide opportunities for the community and the programs are filling up quickly. A new cultural door has been opened.

J. Sabean mentioned that the woman in the “Girl in the Picture” (famous photo from the Vietnam War) Kim Phuc will speak at the June 12<sup>th</sup> meeting of the historical society in the City Council Chambers.

## 11. Governance

### 11.1 Board Self Evaluation

There was no quorum, so there was no official Board meeting in March.

### 11.2 BCD 3 Accountability of the CEO

D. Sharma reported that he believes that the Board is complying with this policy.

#### **Motion #29.18**

Moved by D. Sharma, Seconded by S. Sheehy. **Motion** THAT the Board adopt Policy BCD 3 Accountability of the CEO, as presented, the Policy being complete, sound and effective; and THAT the Board continue to comply with the Policy.

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Carried

**11.3 BCD 4 Delegation to the CEO**

S. Bhatia reported that the Board is in compliance with this policy. C. Grant pointed out section 3 that states that the CEO can use reasonable interpretation to develop operational policy on behalf of the Board.

**Motion #30.18**

Moved by S. Bhatia, Seconded by I. Thomaidis. **Motion** THAT the Board adopt Policy BCD 4 Delegation to the CEO, as presented, the Policy being complete, sound and effective; and THAT the Board continue to comply with the Policy.  
Carried

**11.4 GP 2 Governing Style**

Board members present reported compliance with this policy.

**Motion #31.18**

Moved by S. Sheehy, Seconded by D. Sharma. **Motion** THAT the Board adopt Policy GP 2 Governing Style, as presented, the Policy being complete, sound and effective; and THAT the Board continue to comply with the Policy.  
Carried

**12. Board Policy Review**

12.1 For May 25, 2018 (All members to read):

EL 4 Staff Conduct

GP 3 Board Job Description

GP 4 Board Member's Code of Conduct

I. Thomaidis

A. Vashisht

M. Anderson

**13. New Business**

13.1 Election Resources Policy

C. Grant noted that this is an operational policy that requires Board approval under the Municipal Elections Act. The policy outlines what library resources can and can't be used for elections. It aligns directly with the City's policy.

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**Motion #32.18**

Moved by D. Sharma, Seconded by S. Bhatia. **Motion** THAT the Board adopt the Library and Elections Resources Policy as presented as required by the Municipal Elections Act.

Carried

**14. Confidential Matter**

14.1 Personnel Matter

**Motion #31.18**

Moved by D. Sharma, Seconded by I. Thomaidis. **Motion** THAT the Board move in-camera for the purposes of having a discussion of a personnel matter.

Carried

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

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

The next Board meeting will be held on Thursday May 24, 2018 at 7 pm in the Central Library Board Room.

**Motion #32.18**

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

Carried

The meeting was adjourned at 8:50 pm.

Signature of Board Secretary

Date

Signature of Library Board Chair

Date

*Alternate formats available upon request. Please contact Kathy Williams at [kathyw@picnet.org](mailto:kathyw@picnet.org) or 905-831-6265 ext. 6251.*