



Pickering Public Library Board Meeting Minutes

Held May 26, 2016 at 7 pm
At the Claremont Branch

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

Absent: M. Brenner, I. Thomaidis, S. Van Steen.

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

Meeting Commencement Time: 7:00 pm

1. Public Delegations (none)

2. Approval of Agenda, Disclosure of Interest

No interest was declared

Motion #32.16

Moved by I. Cumming. Seconded by M. Anderson. **MOTION** THAT the Agenda be adopted as presented.
Carried.

3. Consent Agenda (none)

4. Board Education (none)

5. Minutes of the Board meeting held April 28, 2016

Motion #33.16

Moved by I. Cumming, Seconded by R. Coelho. **MOTION** THAT the minutes of the meeting held April 28, 2016, having been reviewed by each Board Member present at the meeting, be adopted as presented.
Carried.

6. Ends Discussion (none)

7. Staff Reports

7.1 CEO Information Update (distributed)

C. Grant reviewed the highlights of her report. The Library had received a grant for \$8000 help to provide more programming specifically for a senior's hobby night program. The program will begin in September. R. Coelho noted that she liked the idea of the adult poetry contest. Board members asked what sort of documentation existed about the incident where a woman fell down the stairs at the Central Library. It was suggested that a follow up letter be sent so that there is a written record. C. Grant will follow up with City Solicitor to ensure that that there would be no possible negative repercussions.

8. Monitoring Reports

8.1 EL 4 Staff Conduct (distributed)

M. Anderson 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 #34.16

Moved by M. Anderson. Seconded by S. Bhatia. **Motion** THAT the Board adopt Monitoring Report EL 4 Staff Conduct as presented and; THAT the Board adopt Policy EL 4 Staff Conduct as presented, the Policy being complete, sound and effective.
Carried.

9. Report of the Community Linkage Committee

S. Sheehy had attended a story time at Petticoat Creek and had received similar comments as previous Board members. The parents liked the community nature of the branch. One client had commented that with her first child she didn't come to library programs but had attended regularly with her next two children. She felt that library programs had made a difference to their literacy skills. S. Sheehy had also attended the Parent resource afternoon. She felt it was well set up with excellent providers and great information but attendance was very low. C. Grant noted that the How-To Festival would take place on Saturday and all Board members were encouraged to attend. K. Williams will send an email to Board members about the Summer Reading Club launch to take place on July 4th. There will be a presentation at Council on June 27th about the Library's 2015 SRC first place award. Board members asked about Public Library week and whether we could have a flag raising and proclamation for the event. C. Grant will investigate the possibility.

10. Ownership**10.1 Member Reports**

S. Bhatia reported on various community events and activities that she will attend in the coming weeks. She noted she had worked with a group of visiting artists from China. She asked if the Library would display these types of works. C. Grant agreed that the Library had some display space and it might be possible to arrange a display in the future.

I. Cumming reported that he has approached the City about an idea to raise money for new City facilities. He is currently working with the City CAO on details.

J. Sabean suggested that the Board members check out the Wharf wood project at Art Fest this Saturday.

S. Panou joined meeting at 7:30pm

11. Governance**11.1 Board Self Evaluation Report**

J. Sabean reported for S. Van Steen that at the last meeting members were inspired and engaged and felt that the discussion was excellent. One reminder that there was room for improvement to ensure that members didn't speak out of turn and kept focused on library topics.

11.2 GP 3 Board Job Description

S. Bhatia reported that there were no necessary amendments to GP 3 Board Job Description and that she felt that the Board was in compliance with the policy.

Motion #35.16

Moved by S. Bhatia, Seconded by D. Sharma. **Motion** THAT the Board adopt Policy GP 3 Board Job Description as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.

Carried.

11.3 GP 4 Board Members Code of Conduct

R. Coelho reported that she had one minor amendment to GP 4 Board Members Code of Conduct. She suggested that the word customer be replaced by the word client. She felt that the Board was in compliance with the policy.

Motion #36.16

Moved by R. Coelho, Seconded by S. Sheehy. **Motion** THAT the Board adopt Policy GP 4 Board Members Code of Conduct 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 June 23, 2016 (All members should read):

EL 10 Communication and Counsel to the Boar	M. Anderson
GP 5 Chair's Role	D. Sharma
GP 8 Annual Planning	I. Thomaidis

13. New Business

13.1 Advocacy Brainstorming

C. Grant introduced Stephanie Panou who is a marketing staff member. She was attending to provide context and information to the advocacy brainstorming discussion.

S. Sheehy led the brainstorming process. She captured all the ideas and will make a list of the most popular suggestions. Those lists will be shared with C. Grant. The next step in process is to form a task force to move forward with these ideas for full Board consideration.

14. Confidential Matter (none)

15. Board Self Evaluation (distributed at meeting)

16. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday June 23, 2016 at 7 pm in the Central Library Board Room.

Motion #37.16

Moved by I. Cumming. Seconded by M. Anderson. **Motion** THAT the meeting be adjourned.
Carried

The meeting was adjourned at 9 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 or 905-831-6265 ext. 6231.