



Pickering Public Library Board Meeting Minutes

Held November 24, 2016 at 7 pm
At the Central Library

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

Absent: I. Thomaidis

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

Meeting Commencement Time: 7:03 pm

1. Public Delegations (none)

2. Approval of Agenda, Disclosure of Interest

No interest was declared

Motion #64.16

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

3. Board Education

T. Sinclair shared the concept of a learning organization with the Board and how she has been working to evolve the Library into this type of organization. She explained the basic principles, how it has been put into practice at the Library and the outcomes that we have seen. M. Brenner requested that the CEO share this information with City staff as part of an ongoing practice to share knowledge.

4. Consent Agenda (none)

5. Minutes of the Board meeting held October 27, 2016

Motion #65.16

Moved by R. Coelho, seconded by D. Sharma. **MOTION** THAT the minutes of the meeting held October 27, 2016, having been reviewed by each Board Member present at the meeting, be adopted as presented.
Carried.

6. Ends Discussion

6.1 Budget Update (distributed)

Cathy Grant presented an update to the Budget in which she informed the Board that the Reading Garden project quotes for 2016 came in overbudget and that the Makerspace project which the Board requested in 2017 was considered not affordable in the current tight budget environment. City staff suggested that if the Reading Garden was deferred, the Makerspace project could be affordable. She recommended that the Board defer the Reading Garden given the priority of the Makerspace project. The Board felt that they could not support the deferral of the Reading Garden given that Council has already supported it and it is needed. They felt that the Makerspace project should stand in 2017 and that Council should make the decision to support it or not in 2017.

Motion #66.16

Moved by D. Sharma. Seconded by M. Anderson. **MOTION** TO table the report's recommendations and THAT Councilors Cumming and Brenner address the budget items with Council.
Carried.

7. Staff Reports

7.1 Library Information Update (distributed)

C. Grant reported that the Trivia Pub Night was well attended by millennials and there was interest expressed in having this program repeated in the future.

8. Monitoring Reports

8.1 EL 7 Emergency Executive Succession (distributed)

Motion #67.16

Moved by M. Anderson. Seconded by D. Sharma. **Motion** THAT the Board adopt Monitoring Report EL 7 Emergency Executive Succession as presented and; THAT the Board adopt Policy EL 7 Emergency Executive Succession as presented, the Policy being complete, sound and effective.
Carried.

9. Report of the Community Linkage Committee

S. Sheehy reported that the Linkage Committee had visited the Pickering Recreation Complex on November 12th to promote the Next Generation Library campaign to Pickering residents. The Library's Digital Project Leader came with the Linkage Committee to showcase digital devices and wi-fi hotspots and to create new memberships. Most people they spoke to already used the Library but there were some were new to the Library. The feedback about the Library was very positive.

10. Ownership

10.1 Member Reports

S Bhatia had visited Halifax's award winning library and she was very impressed. It attracts a lot of people and it features key elements for a modern library such as a reading garden, public art in the form of books in the children's department and attractive lighting.

D. Sharma had brought a Scout group to the Library and they enjoyed the presentation that was done by two staff members. He plans to have the Library's Digital Project Leader visit his Scout group in the future to demonstrate the Library's technology.

S. Bhatia mentioned that the Digital Project Leader had visited her senior's group on several occasions to demonstrate the Library's new digital devices and it was well received.

J. Sabeau mentioned the Library had presented the Local History Strategic Plan to Council and that this plan calls for a combined space for City and Library archives.

S. Bhatia and J. Sabeen had visited with Durham Region Police Chief Paul Martin to show support for the police, talk about the Library, and to discuss issues that are taking place in the community. The Police Chief has offered to come and talk to the whole Library Board.

11. Governance

11.1 Board Self Evaluation Report (none)

S. Sheehy mentioned that the only issue raised was the desire for savory snacks.

11.2 GP 10 Principles and Guidelines for Board Members

S. Bhatia reported that there were no necessary amendments to GP 10 Principles and Guidelines for Board Members and she felt that the Board was in compliance with the policy.

Motion #68.16

Moved by S. Bhatia, Seconded by D. Sharma. **Motion** THAT the Board adopt Policy GP 10 Principles and Guidelines for Board Members as presented, the Policy being complete, sound and effective.
Carried.

11.3 GP 7 Board Committee Structure

R. Coelho reported that there were no necessary amendments to GP 7 Board Committee Structure and she felt that the Board was in compliance with the policy.

Motion #69.16

Moved by R. Coelho, Seconded by S. Sheehy. **Motion** THAT the Board adopt Policy GP 7 Board Committee Structure as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.
Carried.

12. Board Policy Review

Assigned for January 26, 2017 (All members should read):

EL 1 Global Ends Policy

J. Sabeen

EL 8 Asset Protection

D. Sharma

BCD 1 Global Board – CEO Delegation

S. Sheehy

13. New Business

13.1 New Board Member Update

J. Sabeau introduced the new Board Member A. Vashisht.

13.2 Library Board Absences

M. Brenner requested that future Board minutes report the reason for an absence, if the Board member is absent to do Library or City business.

Motion #70.16

Moved by R. Coelho, Seconded by M. Brenner. THAT in accordance with Article 13 (c) of the Public Libraries Act, S. Bhatia be excused for absence from three consecutive meetings.

Carried.

14. Confidential Matter

14.1 CEO Annual Evaluation

Motion #71.16

Moved by R. Coelho, Seconded by S. Sheehy. THAT the Board move in camera to discuss a personnel matter about an identifiable individual.

Carried.

15. Board Self Evaluation (distributed at meeting)

16. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday, December 8 at 6:30 pm in the Central Library Board room.

Motion #72.16

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

Carried

The meeting was adjourned at 9:09 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.