



Pickering Public Library Board Meeting Minutes

Held June 23, 2016 at 7 pm
In the Central Library Board Room

Attendees: M. Anderson, M. Brenner, R. Coelho, J. Sabeen, D. Sharma, S. Sheehy, S. Van Steen
Absent: S. Bhatia, I. Cumming, I. Thomaidis
Staff attending: C. Grant, K. Williams, E. Bird, B. George
Meeting Commencement Time: 7 pm

1. Public Delegations (none)

2. Approval of Agenda, Disclosure of Interest

No interest was declared

Motion #38.16

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

3. Pickering Local History Strategic Plan (distributed)

B. George reviewed the current status of the local history service at the Library and gave a brief overview of the recently completed Pickering Local History Strategic Plan.

B. George left the meeting.

4. Consent Agenda

- 4.1 Health and Safety Policy
- 4.2 Workplace Violence Policy
- 4.3 Purchasing Policy
- 4.4 Hiring Policy

Motion #39.16

Moved by R. Coelho, Seconded by M. Anderson. **MOTION** THAT the items on the Consent Agenda be adopted as amended.
Carried.

The Board directed C. Grant to include the topic of workforce diversity into an existing Executive Limitation policy or create a separate policy.

The Hiring Policy will have the word “Board” in the Policy Statement section replaced with Pickering Public Library.

5. Board Education

5.1 Privacy and Intellectual Freedom

C. Grant presented an overview of privacy and intellectual freedom and libraries. The topic was a gap identified in the last Board education survey.

6. Minutes of the Board meeting held May 26, 2016

Motion #40.16

Moved by M. Brenner, Seconded by D. Sharma. **MOTION** THAT the minutes of the meeting held May 26, 2016, having been reviewed by each Board Member present at the meeting, be adopted as presented.
Carried.

6.1 Advocacy Plan

S. Sheehy explained that the plan was based on the brainstorming session held at the May Board meeting.

Motion #41.16

Moved by S. Sheehy, Seconded by S. Van Steen. THAT the Board adopt the 2016 Advocacy Plan as presented and THAT the 2016 funds for Board education and linkage be directed towards the plan.

Carried

7. Ends Discussion (none)

8. Staff Reports

8.1 CEO Information Update (distributed)

C. Grant reviewed the highlights of her report. She noted that the SRC banner had been installed on the outside west-facing Central Library wall.

9. Monitoring Reports

9.1 EL 10 Communication and Counsel to the Board (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 #42.16

Moved by S. Sheehy. Seconded by R. Coelho. **Motion** THAT the Board adopt Monitoring Report EL 10 Communication and Counsel to the Board as presented and; THAT the Board adopt Policy EL 10 Communication and Counsel to the Board as presented, the Policy being complete, sound and effective. Carried.

10. Report of the Community Linkage Committee

Nothing to report

11. Ownership

11.1 Member Reports

J. Sabeau reported that he had been asked to join the Cultural Advisory Committee. He will share information from the committee when relevant to the Library.

12. Governance

12.1 Board Self Evaluation Report

No reports were completed at the last meeting.

12.2 GP 5 Chair's Role

D. Sharma reported that there were no necessary amendments to GP 5 Chair's role and that he felt that the Board was in compliance with the policy.

Motion #43.16

Moved by D. Sharma, Seconded by M. Anderson **Motion** THAT the Board adopt Policy GP 5 Chair's role as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.

Carried.

12.3 GP 8 Annual Planning

Board members present reported that there were no necessary amendments to GP 8 Annual Planning and that they felt that the Board was in compliance with the policy.

Motion #43.16

Moved by D. Sharma, Seconded by S. Sheehy **Motion** THAT the Board adopt Policy GP 8 Annual Planning as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.

Carried.

13. Board Policy Review

13.1 Assigned for September 22, 2016 (All members should read):

EL 5 Financial Planning	S. Van Steen
EL 6 Financial Condition	M. Anderson
GP 9 Governance Investment	S. Bhatia
BCD 5 Monitoring Executive Performance	R. Coelho

14. New Business

S. Van Steen noted that she had purchased a new home outside of Pickering, so she will be leaving the Board by the end of September. J. Sabeau thanked her for all her service to the Board.

C. Grant reminder Board members of the Council meeting next Monday at 7 pm. The Library Board will make a short presentation to Council and the community about the Summer Reading Club first place award. All available members are asked to attend.

K. Williams reminded Board members that the Summer Reading Club launch will take place on July 4 this year. All Board members are welcome to attend at one or both locations. Central Library kick off to be held at 10 am and Petticoat Creek kickoff at 2 pm.

15. Confidential Matter (none)

16. Board Self Evaluation (distributed at meeting)

17. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday September 22, 2016 at 7 pm in the Central Library Board Room.

Motion #44.16

Moved by M. Brenner, Seconded by R. Coelho. **Motion** THAT the meeting be adjourned.
Carried

The meeting was adjourned at 8:52 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.