

Mission Statement

Freedom to Discover

Strategic Priorities

*Strengthening Communities Strengthening Individuals
Strengthening Our Organization*

HAMILTON PUBLIC LIBRARY BOARD

**Inaugural and Regular Board Meeting
Wednesday, October 19, 2011
Central Library, Board Room**

5:30 p.m. Dinner
6:00 p.m. Meeting

MINUTES

PRESENT: George Geczy, Jennifer Gautrey, Suzan Fawcett, Wenda Tulloch, Kathy Baker, Nicolas van Velzen, David Simpson, Councillor Pearson, Councillor Jackson, George Nakamura

REGRETS: Richard Bagdonas

STAFF: Karen Anderson, Paul Takala, Robin Hewitt, Lisa DuPelle, Robert Plant, Karen Hartog

GUESTS: Laura Lukasik

Mr. Geczy called the meeting to order at 6:00 p.m.

1. Discussion Period

- 1.1 Ms Anderson reported the MP, Wayne Marston, will be visiting the Red Hill Branch on Friday afternoon.
- 1.2 Peter Armstrong, Director of the Programs and Services Branch, Ministry of Tourism and Culture, will be visiting the Central Library on Monday, October 24th.

- 1.3 It was reported that the Booksale was very successful and raised \$17,000 between the Soroptomist and Library.
- 1.4 What's Happening was published in today's Hamilton Spectator.
- 1.5 It was announced that Margaret Atwood has confirmed her visit to HPL's Central Library on November 22nd.

2. Acceptance of the Agenda

Reverse order of presentations.

MOVED by Councillor Pearson. seconded by Ms Baker,

THAT THE AGENDA BE ACCEPTED AS AMENDED.

MOTION CARRIED.

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, September 21, 2011

MOVED by Ms Gautrey, seconded by Ms Fawcett,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD OF WEDNESDAY, SEPTEMBER 21, 2011 BE ADOPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

4.1 E-Commerce

Mr. Takala provided an overview of the proposed e-commerce system.

4.2 Vital Signs

Ms Lukasik provided the background information for Vital Signs and reported on the HPL's participation on the specific community hubs.

5. Consent Items

No consent items.

6. Business Arising

6.1 2012 Operating Budget

MOVED by Ms Baker, seconded by Mr. Simpson,

THAT THE HAMILTON PUBLIC LIBRARY BOARD SUBMIT A 1% BUDGET INCREASE TO THE CITY OF HAMILTON.

MOTION CARRIED.

Board members requested a more detailed report on the collections budget for a future meeting.

6.2 Greensville Lease

MOVED by Mr. van Velzen, seconded by Ms Gautrey,

THAT THE LEASE BETWEEN THE HAMILTON PUBLIC LIBRARY BOARD AND VANDERLAAN'S C.S. LTD. BE RENEWED FOR A PERIOD OF THREE YEARS FROM JANUARY 1ST, 2012 AND EXPIRING ON DECEMBER 31ST, 2014 AT AN ANNUAL RENTAL COST OF \$23,750 PER ANNUM THE FIRST YEAR, AND \$25,000 PER ANNUM IN YEARS TWO AND THREE , WITH AN OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR TERMS; AND

THAT THE CHAIR OF THE HAMILTON PUBLIC LIBRARY BOARD BE AUTHORIZED TO SIGN THE LEASE AMENDING AGREEMENT ON BEHALF OF THE LIBRARY BOARD.

MOTION CARRIED.

6.3 Library Materials Vending Machine

MOVED by Ms Tulloch, seconded by Ms Gautrey,

THAT THE HAMILTON PUBLIC LIBRARY BOARD AUTHORIZE STAFF TO PURCHASE A LIBRARY MATERIALS

VENDING MACHINE (LIBDISPENSER) FROM MK SORTING SYSTEMS. THE PURCHASE COST OF THE UNIT, EXCLUDING TAXES, IS NOT TO EXCEED \$210,000 U.S.D., WITH AN ANNUAL MAINTENANCE COST OF \$15,500 U.S.D.

MOTION CARRIED AS AMENDED.

6.4 Authorizing RFID Vendors

MOVED by Councillor Pearson, seconded by Ms Fawcett,

THE HAMILTON PUBLIC LIBRARY BOARD APPROVES BIBLIOTHECA ITG AS AN AUTHORIZED VENDOR TO PROVIDE RADIO FREQUENCY IDENTIFICATION (RFID) EQUIPMENT AND SERVICES.

THE HAMILTON PUBLIC LIBRARY BOARD APPROVES MK SORTING SYSTEMS AS AN AUTHORIZED VENDOR TO PROVIDE MATERIALS HANDLING SYSTEMS (SORTERS).

MOTION CARRIED.

7. Correspondence

No correspondence.

8. Reports

8.1 Chief Librarian's Report

Received for information.

9. New Business

9.1 Reserves Report

MOVED by Ms Gautrey, seconded by Mr. vanVelzen,

THAT THE ATTACHED ESTIMATED RESERVE FUNDS AVAILABLE SCHEDULE BE ACCEPTED FOR INFORMATION.

MOTION CARRIED.

10. Private and Confidential

MOVED by Ms Fawcett, seconded by Ms Baker,

THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS SUCCESSION PLANNING.

MOTION CARRIED.

MOVED by Councillor Pearson, seconded by Ms Fawcett

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

11. Date of Next Meeting

Wednesday, November 23, 2011

Central Library, Board Room, 5th Floor

5:30 p.m. Dinner

6:00 p.m. Meeting

12. Adjournment

MOVED by Ms Fawcett, seconded by Ms Gautrey,

THAT THE MEETING OF WEDNESDAY, OCTOBER 19, 2011 BE ADJOURNED.

MOTION CARRIED.

The meeting was adjourned at 7:45 p.m.

Minutes recorded by Karen Hartog.