

Mission Statement

Freedom to Discover

Strategic Priorities

A Community Beacon Relevant and Responsive
A Creative and Changing Organization

HAMILTON PUBLIC LIBRARY BOARD

Regular Board Meeting
Wednesday, November 18, 2015
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting

MINUTES

PRESENT: George Geczy, Jennifer Gautrey, Mary Ann Leach,
Councillor Pearson, Douglas Brown, Vikki Cecchetto,
John Kirkpatrick, Lori-Anne Spence-Smith, Councillor Partridge,
Clare Wagner, Suzan Fawcett

STAFF: Lisa DuPelle, Karen Anderson, Melanie Southern, Robin Hewitt,
Paul Takala, Susan Kun, Karen Hartog

GUESTS: Laura Lukasik

Ms Gautrey called the meeting to order at 6:01 p.m.

1. Discussion Period

1. Waterdown Update

Mr. Takala and Ms Anderson reported on the latest update for Waterdown. It is anticipated that the new Waterdown Branch will open by the end of the month of November.

2. Ontario Library Association Conference

The annual Ontario Library Association Conference is scheduled from January 27-30, 2016 at the Metro Toronto Conference Centre. It was reported that there are specific sessions for Trustees. Ms Hartog will send the link to the program. Early bird registration deadline is December 18th. Board Members were requested to contact Ms Hartog if interested in attending.

2. Acceptance of the Agenda

Move item #9.1 to the beginning of the agenda.

MOVED by Mr. Kirkpatrick, seconded by Ms Fawcett,

THAT THE AGENDA BE ACCEPTED AS AMENDED.

MOTION CARRIED

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, October 21, 2015

MOVED by Ms Fawcett, seconded by Ms Spence-Smith,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, OCTOBER 21, 2015 BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

4.1 Logo & Branding Update

Ms Lukasik was welcomed to the meeting. Ms Lukasik provided an overview of the background of the new logo and all of the updated core branding items.

4.2 Bib Frame

Ms Barrie reported on the latest update of the Bib Frame project.

4.3 Branch Tour Survey

Mr. Takala reported on the results of the branch tour survey. The Library Board will be touring Barton, Kenilworth, Mount Hope, Sherwood, Stoney Creek and Valley Park. A Saturday will be scheduled for the tour.

4.4 Update on Staffing and Service Changes

Mr. Takala provided background information on recent staffing and service changes that have led to meeting the recent budget target percentage.

5. Consent Items

MOVED by Ms Leach, seconded by Ms Spence-Smith,

THAT CONSENT ITEM 5.1, 5.2, 5.3 AND 5.4 BE APPROVED AS PRESENTED.

MOTION CARRIED.

5.1 Access Card Report

That the Library Board approves the continuing use of the Access Card and that:

- The service be extended to include children and
- The borrowing parameters for the Access Card be amended to increase the hold limits from two (2) to five (5).

5.2 Program Policy

That the Hamilton Public Library Board approves the Program Policy.

5.3 Customer Service Commitment

That the Hamilton Public Library Board endorses the Customer Service Commitment statement.

5.4 2016 Meeting Dates

That the Hamilton Public Library Board approves the following meeting dates for 2016.

- January 20th
- February 17th
- March 16th (March Break)
- April 20th
- May 18th
- June 15th
- September 21st
- October 19th
- November 16th
- December 21st

6. Business Arising

6.1 2016 Operating Budget

MOVED by Ms Spence-Smith, seconded by Mr. Kirkpatrick,

THAT THE 2016 OPERATING BUDGET, AT AN INCREASE OF 1% OR \$295,270 OR LESS, BE APPROVED FOR SUBMISSION TO THE CITY OF HAMILTON.

MOTION CARRIED.

6.2 Employee Code of Conduct & Conflict of Interest Policy

MOVED by Councillor Partridge, seconded by Ms Wagner,

THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE EMPLOYEE CODE OF CONDUCT AND CONFLICT OF INTEREST POLICY.

MOTION CARRIED.

7. Correspondence

There is no correspondence.

8. Reports

8.1 Chief Librarian's Report

MOVED by Ms Fawcett, seconded by Ms Spence-Smith,

THAT THE CHIEF LIBRARIAN'S REPORT BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

9. New Business

9.1 Draft Partnerships Report

MOVED by Ms Leach, seconded by Councillor Partridge,

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVES THIS REPORT FOR INFORMATION AND COMMENT.

MOTION CARRIED.

9.2 2016 Nominating Committee

MOVED by Ms Spence-Smith, seconded by Councillor Pearson,

THAT THE HAMILTON PUBLIC LIBRARY BOARD APPOINT THE FOLLOWING BOARD MEMBERS TO THE NOMINATING COMMITTEE: JENNIFER GAUTREY, MARY ANN LEACH, SUZAN FAWCEDTT, GEORGE GECZY AND THE ALTERNATE JOHN KIRKPATRICK.

MOTION CARRIED.

9.3 Capital Budget Variance Report

MOVED by Councillor Partridge, seconded by Ms Leach,

THAT THE CAPITAL VARIANCE REPORT AS AT SEPTEMBER 30TH, 2015 BE APPROVED.

MOTION CARRIED.

10. Private and Confidential

There is no private and confidential items.

11. Date of Next Meeting

Wednesday, December 16, 2015
Central Library, Board Room, 5th Floor
5:00 p.m. Dinner
6:00 p.m. Meeting

12. Adjournment

MOVED by Ms Spence-Smith, seconded by Ms Leach,

THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, NOVEMBER 18, 2015 BE ADJOURNED.

MOTION CARRIED.

The meeting was adjourned at 7:40 p.m.

Minutes recorded by Karen Hartog