

Approved by the Vaughan Public Library Board on April 14, 2011



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*Vaughan Public Libraries contributes to the success of our growing diverse community;
serving its information, learning, leisure and cultural needs in a welcoming and safe environment*

Michael McKenzie
Chair

Devender Sandhu
Vice Chair

Rocco Capone
Trustee

Marie Chiaromonte
Trustee

Lorraine de Boer
Trustee

Michael Di Biase
Trustee

Rosanna DeFrancesca
Trustee

Isabella Ferrara
Trustee

Vivek Gupta
Trustee

Marilyn Iafrate
Trustee

Steve Kerwin
Trustee

Grace Locilento
Trustee

Pradeep Puri
Trustee

Gino Rosati
Trustee

Suri Rosen
Trustee

MINUTES OF
REGULAR LIBRARY BOARD MEETING
Thursday, March 24, 2011 - 7:30 p.m. - Maple Library

Present: M. McKenzie (Chair), R. Capone, M. Chiaromonte,
M. Di Biase (from 7:53 to 9:30 pm), I. Ferrara, V. Gupta,
M. Iafrate, S. Kerwin, G. Locilento, P. Puri, G. Rosati,
S. Rosen, D. Sandhu

Regrets: L. de Boer, R. DeFrancesca

In Attendance: M. Singleton, Chief Executive Officer
A. Dowiat Vine, Director of Planning & Communication
M. Guy, Director of Operations
S. Vander Werff, Director of Finance & Facilities
T. Watman, Director of Service Delivery
P. Yovdoshuk, Recorder

1. **CALL TO ORDER**

As there was a quorum at 7:42 p.m., the Chair called the meeting to order.

2. **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

3. **CONFIRMATION OF AGENDA**

3a. **Items to be Added or Deleted**

Item 9.6 added under 'New Business': Financial Post Article 'Time to raise bar for non-profits'

3b. **Motion to Adopt the Agenda**

MOTION: THAT the agenda be adopted as amended.
Moved By: P. Puri
Seconded By: I. Ferrara
MOTION CARRIED.

4. ADOPTION OF MINUTES**4.1 Minutes of Regular Meeting of January 20, 2011**

MOTION: THAT the minutes of regular meeting of January 20, 2011 be adopted as presented.

MOVED BY: R. Capone

SECONDED BY: S. Rosen

MOTION CARRIED.

4.2 Minutes of Inaugural Meeting of February 17, 2011

MOTION: THAT the minutes of inaugural meeting of February 17, 2011 be adopted as presented.

MOVED BY: S. Kerwin

SECONDED BY: S. Rosen

MOTION CARRIED.

4.3 Minutes of Special Board Meeting of March 7, 2011

MOTION: THAT the minutes of special board meeting of March 7, 2011 be adopted as presented.

MOVED BY: D. Sandhu

SECONDED BY: M. Chiaromonte

MOTION CARRIED.

5. BUSINESS ARISING**5.1 Appointments to Board Sub-Committees**

MOTION: THAT Marie Chiaromonte be appointed as a member of the Personnel & Policy Committee,

AND THAT Pradeep Puri's appointment be changed from the Personnel & Policy Committee to the Budget & Finance Committee.

MOVED BY: V. Gupta

SECONDED BY: R. Capone

MOTION CARRIED.

The Chair announced that at its meeting this evening, the Budget & Finance Committee declared P. Puri as the Chair.

6. CORRESPONDENCE

6.1 FELS Research & Consulting Article – The Economic Value of the Free Library in Philadelphia

6.2 Booktrade Article – Above Average Readers

6.3 Booktrade Article – Children Using Local Libraries

6.4 Metroland Article – News hopeful for new library branch

6.5 Correspondence to Members of Council re Draft 2011 Capital Budget – Committee Information Request

6. Correspondence, continued

6.6 Thank you card from VPL retiree

6.7 Promotional Articles about VPL

MOTION: THAT the Board receive the items of correspondence.

MOVED BY: S. Rosen

SECONDED BY: I. Ferrara

MOTION CARRIED.

M. Di Biase joined the meeting.

7. FINANCES

7.1 Accounts Paid for December 2010 (Final)

7.2 Accounts Paid for January 2011

7.3 Accounts Paid for February 2011

MOTION: THAT the Board receive the Accounts Paid for December 2010 (Final) in the amount of \$24,276.15,

AND THAT the Board receive the Accounts Paid for January 2011 in the amount of \$412,086.19,

AND THAT the Board receive the Accounts Paid for February 2011 in the amount of \$239,117.99.

MOVED BY: G. Rosati

SECONDED BY: M. Iafrate

MOTION CARRIED.

8. REPORTS

8.1 Management Report for January 2011

8.2 Management Report for February 2011 and Year to Date Performance Indicators

The Chief Executive Officer reviewed the January and February Management Reports. It was brought to the Board's attention that the statistic for 'Computer Use' at Pierre Berton Resource Library on the Performance Indicator Report was shown incorrectly and should change from 950 to 2,418.

M. Iafrate expressed thanks to VPL for donating three boxes of weeded books for children and adults to the ETA Vaughan Women's Shelter in December.

MOTION: THAT the Board receive as information the Management Reports and Year to Date Performance Indicators for January 2011 and February 2011.

MOVED BY: G. Locilento

SECONDED BY: I. Ferrara

MOTION CARRIED.

8.3 Report from Budget & Finance Committee**8.3.1 Revenue & Expenditures Variance Analysis Report for Fourth Quarter
Ending December 31, 2010**

The Budget & Finance Committee met prior to the Board meeting to review the report. P. Puri, Chair of the Committee, provided a review to the Board, reporting that VPL had a 2.3% positive variance for the year 2010.

Discussion ensued about the spending of surplus funds at year end.

MOTION: **THAT the Board receive the Revenue & Expenditures
Variance Analysis Report for the Fourth Quarter ending
December 31, 2010 as recommended by the Budget &
Finance Committee.**

MOVED BY: **I. Ferrara**

SECONDED BY: **S. Kerwin**

MOTION CARRIED.

9. NEW BUSINESS**9.1 Report on Municipal Freedom and Protection of Privacy Act**

Mandatory annual reports have been submitted to the Information and Privacy Commissioner of Ontario for the year 2010. There were no written requests to Vaughan Public Libraries in 2010 for information under this Act.

MOTION: **THAT the Board receive the report on the Municipal Freedom and
Protection of Privacy Act for 2010.**

MOVED BY: **G. Rosati**

SECONDED BY: **G. Locilento**

MOTION CARRIED.

9.2 Request for Board's Support of LSP Program

The Director of Service Delivery reported on the LSP Program. VPL has been participating in a York Region Library Settlement Program (LSP) initiative since January 2009. During 2009 and 2010, VPL's settlement worker assisted 840 newcomer clients. Citizenship and Immigration Canada (CIC) recently announced a significant cut of \$53 million in funding to settlement agencies, of which \$44 million or 85% is targeted as Ontario. The position of Provincial Coordinator for Library Settlement Partnerships will be eliminated at the end of March and each settlement service provider will be impacted by the funding reduction. The Federation of Ontario Public Libraries (FOPL) is urging member libraries (which includes VPL) to respond with a letter of support for the Library Settlement Partnership initiative.

Discussion ensued.

9.2 Request for Board's Support of LSP Program, continued

MOTION: THAT the Board direct the Chief Executive Officer on behalf of Vaughan Public Libraries to submit a letter of support of the Library Settlement Program to Daryl Mentor, Director of Settlement, Citizenship and Immigration Canada.

MOVED BY: G. Rosati

SECONDED BY: R. Capone

MOTION CARRIED.

9.3 Request to Attend CLA Conference / CULC Meeting

The Canadian Library Association (CLA) Annual Conference is being held in Halifax, Nova Scotia, from May 25 to 28, 2011 followed by a two-day meeting of the Canadian Urban Libraries Council (CULC) on May 29 and 30. The CLA Conference is also the occasion when nominees and recipients of national awards are recognized and prizes awarded. VPL has been nominated for the CLA/Information Today Award for Innovative Technology for implementation of its innovative newsletter, The Buzz. As well, the Chief Executive Officer has been nominated for the Canadian Association of Public Libraries/Brodart Outstanding Public Library Service Award for many years of commitment to public library service and public librarianship. The CEO provided the Board with an anticipated budget for attendance at the conference and meeting.

MOTION: THAT the Board approve the attendance of the Chief Executive Officer at the Canadian Library Association Conference and CULC Meeting in Halifax, Nova Scotia, May 25 to 30, 2011.

MOVED BY: M. Iafrate

SECONDED BY: S. Kerwin

MOTION CARRIED.

9.4 2010 Year End Report

The Chief Executive Officer provided a presentation to the Board on the 2010 Year End Report. Discussion ensued and staff were requested to bring back a report to the Board meeting regarding the process for the purchase of land for the third resource library, as well as information regarding the report on Cost per Library Use in 2008.

M. Iafrate expressed appreciation for the efforts of the Board in maintaining its customers and attracting new customers. G. Rosati complimented the Board on its past successes and its continued success in the future, and the Chief Executive Officer for continuing to do an outstanding job.

MOTION: THAT the Board receive the 2010 Year Report and presentation.

MOVED BY: I. Ferrara

SECONDED BY: G. Locilento

MOTION CARRIED.

9.5 Strategic Planning at Vaughan Public Libraries

The Director of Planning & Communication provided a presentation to the Board on Strategic Planning at Vaughan Public Libraries.

M. Di Biase left the meeting.

9.5 Strategic Planning at Vaughan Public Libraries, continued

Discussion ensued about the proposed Strategic Plan and the upcoming April 30th Board Summit on Strategic Planning.

MOTION: **THAT the Board receive the presentation on Strategic Planning at Vaughan Public Libraries.**

MOVED BY: **M. Iafrate**

SECONDED BY: **R. Capone**

MOTION CARRIED.

9.6 Financial Post Article: Time to raise bar for non-profits

Copies of the article were distributed and discussion ensued about questions raised in the article.

MOTION: **THAT the Board receive as information the Financial Post Article: Time to raise bar for non-profits.**

MOVED BY: **D. Sandhu**

SECONDED BY: **I. Ferrara**

MOTION CARRIED.

10. IN-CAMERA MEETING (CLOSED SESSION)**10.1 Motion to Move In-Camera**

MOTION: **THAT the meeting move In-Camera.**

MOVED BY: **R. Capone**

SECONDED BY: **P. Puri**

MOTION CARRIED.

The meeting moved In-Camera at 9:45 p.m.

10.2 Disclosures of Interest

There were no disclosures of interest.

10.3 Adoption of In-Camera Agenda

MOTION: **THAT the In-Camera Agenda be adopted as presented.**

MOVED BY: **I. Ferrara**

SECONDED BY: **M. Chiaromonte**

MOTION CARRIED.

10.4 Adoption of In-Camera Minutes of January 20, 2011

MOTION: **THAT the In-Camera Minutes of January 20, 2011 be adopted as presented.**

MOVED BY: **R. Capone**

SECONDED BY: **S. Kerwin**

MOTION CARRIED.

10.5 Motion to Return to Open Session

MOTION: THAT the meeting return to Open Session.
MOVED BY: I. Ferrara
SECONDED BY: M. Iafrate
MOTION CARRIED.

The meeting returned to Open Session at 9:47 p.m.

*** OPEN SESSION ***

11. MOTION TO RATIFY ALL ACTIONS TAKEN IN-CAMERA

MOTION: THAT the Board ratify all actions taken In-Camera.
MOVED BY: S. Rosen
SECONDED BY: M. Chiaromonte
MOTION CARRIED.

12. UPCOMING EVENTS & ACTIVITIES

Event: Unveiling of Woodbridge Library Commemorative Plaque
Date/Time: Thursday, April 21, 2011 – 3:00 p.m.
Location: Woodbridge Library

Event: Strategic Planning Focus Group for Library Board Trustees
Date/Time: Saturday, April 30, 2011 - 9:00 a.m. to 3:00 p.m.
Location: Pierre Berton Resource Library (meeting room)

Event: Asian Heritage Month Launch
Date/Time: Saturday, May 7, 2011 – 1:00 p.m. to 4:00 p.m.
Location: Ansley Grove Library

13. NEXT BOARD MEETING

Date: Thursday, April 14, 2011 – 7:30 p.m.
Location: Dufferin Clark Library

14. MOTION TO ADJOURN

The meeting adjourned at 9:50 p.m., on a motion by P. Puri, seconded by R. Capone.