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*Vaughan Public Libraries offers welcoming destinations that educate, excite and empower our community.*

**Enrich Inspire Transform**

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Trustee

Gino Rosati  
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Suri Rosen  
Trustee

## **MINUTES OF LIBRARY BOARD MEETING**

**Thursday, September 18, 2014 – 7:00 p.m. – Bathurst Clark Resource Library**

Present: M. McKenzie (Chair), M. Chiaromonte, L. de Boer, I. Ferrara,  
V. Gupta (to 8:00 pm), S. Kerwin, G. Locilento, P. Puri, S. Rosen  
Regrets: R. Capone, R. DeFrancesca, M. Di Biase, M. Iafrate, G. Rosati, D. Sandhu

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

Guests: Gary McCluskie, Diamond Schmitt Architects Inc.  
Matthew Tsui, Diamond Schmitt Architects Inc.  
Emma Mamiche, ZAS Architects  
Talar Saraphanian, ZAS Architects

### **1. CALL TO ORDER**

As there was a quorum at 7:05 p.m., the Chair called the meeting to order.

### **2. DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **3. CONFIRMATION OF AGENDA**

#### **3.1 Items to be Added or Deleted**

None.

#### **3.2 Motion to Adopt the Agenda**

**MOTION:** THAT the agenda be adopted as presented.

**Moved BY:** I. Ferrara

**SECONDED BY:** G. Locilento

**MOTION CARRIED.**

### **4. ADOPTION OF MINUTES OF JUNE 19, 2014**

**MOTION:** THAT the minutes of June 19, 2014 be adopted as presented.

**Moved BY:** L. de Boer

**SECONDED BY:** P. Puri

**MOTION CARRIED.**

5. **BUSINESS ARISING**

5.1 **Annual Report Video**

Deferred.

5.2 **Presentation re Finishes & Furnishings for Pleasant Ridge Library**

The Board welcomed Gary McCluskie, Principal, and Matthew Tsui, of Diamond Schmitt Architects Inc., who provided a presentation of the exterior design and interior finishes of Pleasant Ridge Library, and also Ella Mamiche and Talar Saraphanian, both of ZAS Architects, who provided a presentation of the furnishings for Pleasant Ridge Library. Discussion ensued.

V. Gupta left the meeting.

The Board thanked the guests for their presentation and they left the meeting.

**MOTION:**                   **THAT the Board receive the presentations from Diamond Schmitt Architects Inc. and ZAS Architects in relation to the finishes and furnishings for Pleasant Ridge Library,**

**AND THAT the procurement proceed.**

**Moved BY:**               **M. Chiaromonte**

**SECONDED BY:**       **L. de Boer**

**MOTION CARRIED.**

6. **CORRESPONDENCE**

6.1 **Library Articles**

6.2 **What's On – VPL Library Guide**

6.3 **Promotional Articles about VPL**

**MOTION:**                   **THAT the Board receive the items of correspondence.**

**Moved BY:**               **I. Ferrara**

**SECONDED BY:**       **S. Rosen**

**MOTION CARRIED.**

7. **FINANCES**

7.1 **Accounts Paid for June 2014**

7.2 **Accounts Paid for July 2014**

7.3 **Accounts Paid for August 2014**

**MOTION:**                   **THAT the Board receive the Accounts Paid for June 2014 in the amount of \$312,315.63,**

**AND THAT the Board receive the Accounts Paid for July 2014 in the amount of \$367,806.21,**

**AND THAT the Board receive the Accounts Paid for August 2014 in the amount of \$310,647.19.**

**Moved BY:**               **P. Puri**

**SECONDED BY:**       **S. Kerwin**

**MOTION CARRIED.**

8. **IN-CAMERA MEETING (CLOSED SESSION)**

8.1 **Motion to Move In-Camera**

**MOTION:** THAT the meeting moved In-Camera.  
**Moved BY:** G. Locilento  
**SECONDED BY:** L. de Boer  
**MOTION CARRIED.**

The meeting moved In-Camera at 8:03 p.m.

**(CLOSED SESSION)**

8.2 **Adoption of In-Camera Minutes of June 19, 2014**

**MOTION:** THAT the In-Camera minutes of June 19, 2014 be adopted as presented.  
**Moved BY:** G. Locilento  
**SECONDED BY:** P. Puri  
**MOTION CARRIED.**

8.3 **Motion to Return to Open Session**

**MOTION:** THAT the meeting return to Open Session.  
**Moved BY:** L. de Boer  
**SECONDED BY:** S. Rosen  
**MOTION CARRIED.**

The meeting returned to Open Session at 8:04 p.m.

**(OPEN SESSION)**

8.4 **Ratification of Actions Taken In-Camera**

**MOTION:** THAT the Board ratify all actions taken In-Camera.  
**Moved BY:** G. Locilento  
**SECONDED BY:** P. Puri  
**MOTION CARRIED.**

9. **REPORTS**

9.1 **Management Report for June 2014**

9.2 **Management Report for July/August 2014, Performance Indicator Reports YTD, and Q2 Performance Measures**

**MOTION:** THAT the Board receive the Management Report for June 2014, the Management Report for July/August 2014, Performance Indicator Reports YTD, and Q2 Performance Measures.  
**Moved BY:** I. Ferrara  
**SECONDED BY:** M. Chiaromonte  
**MOTION CARRIED.**

**9.3 Project Update – Civic Centre Resource Library**

A. Dowiat Vine provided a project update. Copies of a preliminary project schedule were distributed for information. At the time the anticipated completion date for the project is November 2015.

**MOTION:** THAT the Board receive the project update for the Civic Centre Resource Library.

**Moved BY:** M. Chiaromonte

**SECONDED BY:** L. de Boer

**MOTION CARRIED.**

**9.4 Project Update – Pleasant Ridge Library**

A. Dowiat Vine provided a project update. It is anticipated the library will open in December 2014 with a formal opening celebration planned for March 2015.

**MOTION:** THAT the Board receive the project update for the Pleasant Ridge Library.

**Moved BY:** I. Ferrara

**SECONDED BY:** G. Locilento

**MOTION CARRIED.**

**9.5 Project Update – Kleinburg Library**

S. Vander Werff provided a project update. Work has currently been suspended until several issues are resolved.

**MOTION:** THAT the Board receive the project update for the Kleinburg Library.

**Moved BY:** L. de Boer

**SECONDED BY:** P. Puri

**MOTION CARRIED.**

**9.6 Building Projects Lessons Learned Report**

Deferred.

**9.7 Report from Budget & Finance Committee:****9.7.1 Revenue & Expenditures Variance Analysis Report and Capital Analysis Report for Second Quarter ending June 30, 2014**

**MOTION:** THAT the Board adopt the recommendation from the Budget & Finance Committee to approve the Revenue & Expenditures Variance Analysis Report and Capital Analysis Report for Second Quarter ending June 30, 2014.

**Moved BY:** S. Rosen

**SECONDED BY:** P. Puri

**MOTION CARRIED.**

**9.7.2 2015-2018 Business Plan, Operating Budget, Additional Resource Requests, and 2015-2019 Capital Plan**

P. Puri, Chair of the Budget & Finance Committee, and M. Singleton and S. Vander Werff, provided an overview of the 2015-2018 Business Plan and Operating and Capital Budgets as reviewed by the Budget & Finance Committee at its meeting of August 26, 2014.

**MOTION:** As recommended by the Budget & Finance Committee,

**THAT** the Board approve the Draft Business Plan 2015–2018,

**AND THAT** the Board approve the Draft Operating Budget 2015-2018,

**AND THAT** the Board endorse the Additional Resource Request for staffing costs of \$2,252,000 required to open the new Civic Centre Resource Library in 2015,

**AND THAT** the Board endorse the Additional Resource Request for the operational cost of \$580,000 for the new Civic Centre Resource Library in 2015,

**AND THAT** the Board endorse the Additional Resource Request in 2016 for \$65,000 for a viability study on Maple Library after the Civic Centre Resource Library has been operational for a period of one year,

**AND THAT** the Board endorse the Additional Resource Request for the staffing costs of \$550,500 required to open the Vellore Village South Library (VVSL) in 2016,

**AND THAT** the Board endorse the Additional Resource Request for the net operational cost of \$45,300 for the new Vellore Village South Library (VVSL) in 2016,

**AND THAT** the Board endorse the Additional Resource Request for the staff cost of \$550,000 required to open the Carrville Block 11 Library (BL11) in 2017,

**AND THAT** the Board endorse the Additional Resource Request for the net operational cost of \$45,300 for the new Carrville Block 11 Library (BL11) in 2017,

**AND THAT** the Board approve the Draft Capital Plan 2015-2019 as amended.

**MOVED BY:** I. Ferrara  
**SECONDED BY:** P. Puri  
**MOTION CARRIED.**

10. **NEW BUSINESS**

None.

11. **UPCOMING MEETINGS & EVENTS**

Event: Teen Awards Celebration & Reception  
Date/Time: Wednesday, October 22, 2014 – 7:00 p.m.  
Location: City Playhouse, 1000 New Westminster Drive, Thornhill

12. **NEXT MEETING**

Date/Time: Thursday, October 23, 2014 – 7:00 p.m.

Location: Maple Library

13. **MOTION TO ADJOURN**

The meeting adjourned at 8:22 p.m. on a motion by S. Rosen, seconded by S. Kerwin.

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*Chairman*

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*Secretary-Treasurer*