



Vaughan  
Public Libraries

900 Clark Avenue West, Vaughan, Ontario L4J 8C1

Tel. (905) 653-READ (7323) \* Fax (905) 709-1530 \* Website: [www.vaughanpl.info](http://www.vaughanpl.info)

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

**Enrich Inspire Transform**

Michael McKenzie  
Chair

Devender Sandhu  
Vice Chair

Rocco Capone  
Trustee

Marie Chiaromonte  
Trustee

Lorraine de Boer  
Trustee

Rosanna DeFrancesca  
Trustee

Michael Di Biase  
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, February 20, 2014 – 7:00 p.m. – Maple Library**

Present: M. McKenzie (Chair), M. Chiaromonte, L. de Boer, R. DeFrancesca,  
M. Di Biase (from 7:44 pm), I. Ferrara, M. Iafrate, S. Kerwin, S. Rosen  
Regrets: R. Capone, V. Gupta, G. Locilento, P. Puri, D. Sandhu  
Absent: G. Rosati

In Attendance: M. Singleton, Chief Executive Officer  
L. McDonough, Director of Service Delivery  
S. Vander Werff, Director of Finance & Facilities  
T. Watman, Director of Planning & Communication  
C. Fiorini, Business Analyst  
P. Yovdoshuk, Recorder

Guest: M. Shatil, Director of Buildings & Facilities, City of Vaughan

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

As there was a quorum at 7:32 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**

No items were added or deleted.

#### **3.2 Motion to adopt the Agenda**

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

**Moved BY: L. de Boer**

**SECONDED BY: I. Ferrara**

**MOTION CARRIED.**

### **4. ADOPTION OF MINUTES OF JANUARY 16, 2014**

**MOTION: THAT the minutes of January 16, 2014 be adopted as presented.**

**Moved BY: M. Iafrate**

**SECONDED BY: L. de Boer**

**MOTION CARRIED.**

5. **BUSINESS ARISING**

5.1 **Project Management and Fiscal Controls**

M. Di Biase joined the meeting.

The Board welcomed Michael Shatil, Director of Buildings and Facilities, City of Vaughan, who provided an overview of project management of new building construction projects, focusing on fiscal controls and risk management. The Board thanked Mr. Shatil for his presentation and he left the meeting.

**MOTION:** THAT the Board receive the presentation by Michael Shatil, Director of Buildings and Facilities, City of Vaughan, regarding project management and fiscal controls of new construction projects.

**MOVED BY:** I. Ferrara

**SECONDED BY:** R. DeFrancesca

**MOTION CARRIED.**

6. **CORRESPONDENCE**

6.1 **Library Articles**

6.2 **Promotional Articles about VPL**

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

**MOVED BY:** S. Rosen

**SECONDED BY:** M. Chiaromonte

**MOTION CARRIED.**

7. **FINANCES**

7.1 **Accounts Paid for January 2014**

**MOTION:** THAT the Board receive the Accounts Paid for January 2014 in the total amount of \$355,950.96.

**MOVED BY:** I. Ferrara

**SECONDED BY:** L. de Boer

**MOTION CARRIED.**

8. **REPORTS**

8.1 **Management Report for January 2014 & Performance Indicator Reports**

The CEO reported that the City of Vaughan Council approved the Board's 2014 Operating and Capital Budgets at its meeting of February 18, 2014, and highlights of approved items were shared.

**MOTION:** THAT the Board receive the Management Report for January 2014 and the Performance Indicator Reports.

**MOVED BY:** I. Ferrara

**SECONDED BY:** S. Kerwin

**MOTION CARRIED.**

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

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

**MOVED BY:** M. Di Biase

**SECONDED BY:** I. Ferrara

**MOTION CARRIED.**

**8.3 Project Update – Pleasant Ridge Library**

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

**MOVED BY:** S. Rosen

**SECONDED BY:** L. de Boer

**MOTION CARRIED.**

**8.4 Project Update – Kleinburg Library**

Discussion ensued about anticipated increased costs for renovations at Kleinburg Library due to the scope of work required.

**MOTION:** THAT the Board receive the project update on the Kleinburg Library,

AND THAT the Board supports a report being submitted to Council as soon as possible requesting additional funding for the project and the reason for the request.

**MOVED BY:** M. Di Biase

**SECONDED BY:** M. Iafrate

**MOTION CARRIED.**

**8.5 Report on Results of 2013 Customer Survey**

**MOTION:** THAT the Board receive the report on the results of the 2013 Customer Survey.

**MOVED BY:** L. de Boer

**SECONDED BY:** I. Ferrara

**MOTION CARRIED.**

**8.6 Report from OLA Super Conference & Verbal Report from S. Kerwin**

**MOTION:** THAT the Board receive the report from library staff and S. Kerwin on attendance at the OLA Super Conference.

**MOVED BY:** M. Di Biase

**SECONDED BY:** S. Kerwin

**MOTION CARRIED.**

**8.7 York Region Broadband Strategy**

Staff reported on York Region's plan to establish York Region as a Gigabit Region recognized for its leadership in fostering an eco-system of collaboration and business innovation within a connected lifestyle community. York Region is seeking local municipal partners to provide support to realize established objectives. At this time there is no commitment required to a fiscal obligation.

**MOTION:** THAT the Board receive the report on the York Region Broadband Strategy and submit a letter of support to York Region.

**Moved BY:** M. Di Biase

**SECONDED BY:** I. Ferrara

**MOTION CARRIED.**

**8.8 Report from Personnel & Policy Committee:**

**8.8.1 Policy Review - Code of Conduct**

The policy was reviewed and proposed revisions discussed.

**MOTION:** THAT the Board support the recommendation of the Personnel & Policy Committee to adopt the revised Code of Conduct.

**Moved BY:** R. DeFrancesca

**SECONDED BY:** M. Chiaromonte

**MOTION CARRIED.**

**8.8.2 Policy Review – Copyright Policy**

The policy was reviewed and proposed revisions discussed.

**MOTION:** THAT the Board support the recommendation of the Personnel & Policy Committee to adopt the revised Copyright Policy as amended.

**MOTION:** I. Ferrara

**SECONDED BY:** M. Chiaromonte

**MOTION CARRIED.**

**8.8.3 Policy Review – Operational Policy**

The policy was reviewed and proposed revisions discussed.

**MOTION:** THAT the Board support the recommendation of the Personnel & Policy Committee to adopt the revised Operational Policy.

**Moved BY:** S. Rosen

**SECONDED BY:** S. Kerwin

**MOTION CARRIED.**

**9. NEW BUSINESS**

**9.1 Request to Attend PLA Conference**

**MOTION:** THAT the Board approve the attendance of the Chief Executive Officer at the Public Library Association Conference in Indianapolis, Indiana, March 11 to 15, 2014.

**Moved BY:** M. Iafrate

**SECONDED BY:** S. Kerwin

**MOTION CARRIED.**

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

**Motion to Move In-Camera**

**MOTION:** THAT the meeting move In-Camera.  
**Moved BY:** M. Di Biase  
**SECONDED BY:** I. Ferrara  
**MOTION CARRIED.**

The meeting moved In-Camera at 9:04 p.m.

**Motion to Return to Open Session**

**MOTION:** THAT the meeting return to Open Session.  
**Moved BY:** M. Di Biase  
**SECONDED BY:** S. Rosen  
**MOTION CARRIED.**

The meeting returned to Open Session at 9:15 p.m.

(OPEN SESSION)

**Ratification of Actions Taken In-Camera**

**MOTION:** THAT the Board ratify all actions taken In-Camera.  
**Moved BY:** I. Ferrara  
**SECONDED BY:** M. Chiaromonte  
**MOTION CARRIED.**

11. **NEXT MEETING**

Date/Time: Thursday, March 20, 2014 – 7:00 p.m.  
Location: Dufferin Clark Library

12. **MOTION TO ADJOURN**

The meeting adjourned at 9:20 p.m. on a motion by S. Kerwin, seconded by M. Di Biase.

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Chairman

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Secretary-Treasurer