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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

Suri Rosen
Trustee

MINUTES OF REGULAR LIBRARY BOARD MEETING
Thursday, May 17, 2012 – 7:00 p.m. – Pierre Berton Resource Library

Present: M. McKenzie (Chair), L. de Boer, R. DeFrancesca, M. Di Biase (from 7:33 pm), I. Ferrara, V. Gupta, M. Iafrate, G. Locilento, P. Puri (until 8:59 pm), G. Rosati (from 7:11 pm), S. Rosen
Regrets: R. Capone, S. Kerwin, D. Sandhu
Absent: M. Chiaromonte

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

Guests: Barbara Cribbett, Commissioner of Finance & City Treasurer
Marlon Kallideen, Commissioner of Community Services

1. **CALL TO ORDER** - M. McKenzie, Chair

As there was a quorum at 7:10 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**

There were no items to be added or deleted.

G. Rosati joined the meeting.

3.2 **Motion to adopt the Agenda**

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

5. **ADOPTION OF MINUTES**

MOTION: THAT the minutes of April 19, 2012 be adopted as presented.
Moved BY: L. de Boer
SECONDED BY: P. Puri
MOTION CARRIED.

6. **BUSINESS ARISING**

6.1 **Information Requests Report:**

6.1.1 **City of Vaughan Citizen Survey**

Additional information was distributed and discussion ensued. The Chief Executive Officer commented that the report provides statistical information about citizens that will be valuable to the Libraries.

The Chair introduced Barbara Cribbett, Commissioner of Finance & City Treasurer, and Marlon Kallideen, Commissioner of Community Services, and welcomed them both to the meeting.

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

4.1 **Motion to Move In-Camera**

MOTION: THAT the meeting move In-Camera.
Moved BY: S. Rosen
SECONDED BY: P. Puri
MOTION CARRIED.

The meeting moved In-Camera at 7:16 p.m.

4.2 **Report on Thornhill Woods Neighbourhood Library (Confidential)**

A confidential report was provided and a recommendation made by the Board. Commissioner Cribbett and Commissioner Kallideen left the meeting.

4.3 **Personnel Issue – Request for Education Leave (Confidential)**

A confidential report was provided and a recommendation made by the Board.

4.4 **Motion to Return to Open Session**

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

The meeting returned to Open Session at 8:54 p.m.

(OPEN SESSION)

4.5 Ratification of Actions Taken In-Camera

MOTION: **THAT the Board ratify all actions taken In-Camera.**
MOVED BY: **L. de Boer**
SECONDED BY: **G. Rosati**
MOTION CARRIED.

P. Puri requested that Item 9.3 – Report from Budget & Finance Committee, be moved forward on the agenda as he had to leave the meeting early.

9.3 Report from Budget & Finance Committee**9.3.1 Revenue & Expenditures Variance Analysis Report for First Quarter
Ending March 31, 2012**

P. Puri, Chair of the Budget & Finance Committee, reviewed the report which had been discussed by the Committee at its May 17, 2012 meeting. Future reports will include information for the same period of the year prior for comparison purposes.

MOTION: **THAT the Board receive the Revenue and Expenditures Variance
Analysis Report for the First Quarter ending March 31, 2012 as
recommended by the Budget & Finance Committee.**
MOVED BY: **P. Puri**
SECONDED BY: **S. Rosen**
MOTION CARRIED.

P. Puri left the meeting.

7. CORRESPONDENCE

- 7.1 Library Articles
- 7.2 Promotional Articles about VPL
- 7.3 At the Library
- 7.4 OLA Access Magazine

MOTION: **THAT the correspondence be received.**
MOVED BY: **G. Rosati**
SECONDED BY: **M. Di Biase**
MOTION CARRIED.

8. FINANCES**8.1 Accounts Paid for April 2012**

MOTION: **THAT the Board receive the Accounts Paid for April 2012 in the amount of
\$225,425.71.**
MOVED BY: **M. Di Biase**
SECONDED BY: **I. Ferrara**
MOTION CARRIED.

9. **REPORTS**

9.1 **Management Report for April 2012 & Performance Indicator Reports**

MOTION: THAT the Board receive the Management Report for April 2012 and the Performance Indicator Reports.

MOVED BY: G. Lociento

SECONDED BY: L. de Boer

MOTION CARRIED.

9.2 **Report from Personnel & Policy Committee**

S. Rosen, Chair of the Personnel & Policy, reported on the Committee's review of two policies at its meeting of May 9, 2012.

9.2.1 **Respectful Workplace Policy**

The Respectful Workplace Policy replaces the existing Workplace Harassment Policy as a result of legislated requirements in Bill 168, an Act to amend the Occupational Health and Safety Act.

MOTION: THAT the Board approve the Respectful Workplace Policy as recommended by the Personnel & Policy Committee with requested revisions, reaffirming the Board's commitment to providing a harassment free workplace for all employees of Vaughan Public Libraries, Vaughan Public Library Board Trustees, and Volunteers.

MOVED BY: R. DeFrancesca

SECONDED BY: I. Ferrara

MOTION CARRIED.

9.2.2 **Violence in the Workplace Policy**

The Committee reviewed the proposed Violence in the Workplace Policy, a new policy created as a result of legislated requirements in Bill 168, an Act to amend the Occupational Health and Safety Act.

MOTION: THAT the Board approve the Violence in the Workplace Policy as recommended by the Personnel & Policy Committee, which confirms Vaughan Public Libraries' commitment to ensure a safe and healthy workplace free from actual, attempted or threatened violence for all employees of Vaughan Public Libraries, Vaughan Public Library Board Trustees, and Volunteers.

MOVED BY: S. Rosen

SECONDED BY: G. Lociento

MOTION CARRIED.

10. **NEW BUSINESS**

10.1 **Demonstration about VPL's New Building Blog**

A. Dowiat Vine, Director of Planning & Communication, provided a visual demonstration about VPL's new Building Blog on its website.

G. Rosati left the meeting.

11. **NEXT MEETING**

Due to other commitments by several trustees, a request was made to reschedule the June 2012 meeting. Staff will contact all trustees with proposed dates.

12. **MOTION TO ADJOURN**

The meeting adjourned at 9:14 p.m. on a motion by M. Di Biase, seconded by R. DeFrancesca.

Chair

Secretary-Treasurer