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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
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MINUTES OF REGULAR LIBRARY BOARD MEETING

Thursday, March 22, 2012 – 7:00 p.m. - Dufferin Clark Library

- Present:** M. McKenzie (Chair), R. Capone, L. de Boer, M. Di Biase, I. Ferrara, V. Gupta, G. Locilento, G. Rosati
- Regrets:** M. Chiaromonte, R. DeFrancesca, M. Iafrate, S. Kerwin, P. Puri, S. Rosen, D. Sandhu
- 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 7:17 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

Addition: Item 9.5 – Volunteer Recognition Award

3.2 Motion to adopt the Agenda

MOTION: THAT the agenda be adopted as amended.

MOVED BY: I. Ferrara

SECONDED BY: L. de Boer

MOTION CARRIED.

4. ADOPTION OF MINUTES

4.1 Adoption of Minutes of February 16, 2012

MOTION: THAT the minutes of February 16, 2012 be adopted as presented.

MOVED BY: G. Rosati

SECONDED BY: M. Di Biase

MOTION CARRIED.

5. BUSINESS ARISING**5.1 Information Requests Report:****5.1.1 Thornhill Woods Neighbourhood Library**

Stage Two Proposal closing date was Tuesday March 13, 2012. Three shortlisted bids have been submitted.

5.1.2 Civic Centre Resource Library

Work on the creation of the RFP continues.

5.1.3 Reserve Contributions for Library Materials

The Board's request for establishment of a reserve fund for library materials has been submitted to the City's Finance & Administration Committee.

5.2 PLA Conference – Verbal Report from Senior Staff

The Chief Executive Officer provided a verbal report on attendance at the PLA (Public Library Association) Conference, held March 13 to 17, 2012. Presentations of information gleaned at the conference will be made to staff in the near future.

MOTION: THAT the Board receive the Information Requests Report, and the verbal report on attendance at the PLA Conference.

Moved BY: I. Ferrara

SECONDED BY: L. de Boer

MOTION CARRIED.

6. CORRESPONDENCE**6.1 Library Articles**

- *National Reading Campaign – News / TD National Reading Summit, February 27, 2012*
- *Annual Report on the State of Public Libraries – Federation of Ontario Public Libraries, February 2012*

6.2 Promotional Articles about VPL

MOTION: THAT the correspondence be received.

Moved BY: G. Locilento

SECONDED BY: I. Ferrara

MOTION CARRIED.

7. FINANCES**7.1 Accounts Paid for February 2012**

MOTION: THAT the Board receive the Accounts Paid for February 2012 in the amount of \$288,614.69.

Moved BY: G. Rosati

SECONDED BY: M. Di Biase

MOTION CARRIED.

8. REPORTS**8.1 Management Report for February 2012 & Performance Indicator Reports**

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

MOVED BY: L. de Boer

SECONDED BY: G. Locilento

MOTION CARRIED.

8.2 Report from Budget & Finance Committee**8.2.1 Revenue & Expenditures Variance Analysis Report and Capital Analysis Report for Fourth Quarter ending December 31, 2011**

On behalf of the Budget & Finance Committee, V. Gupta reviewed the report.

MOTION: THAT the Board receive the Revenue and Expenditures Variance Analysis and Capital Analysis Report for the Fourth Quarter ending December 31, 2011 as recommended by the Budget & Finance Committee.

MOVED BY: V. Gupta

SECONDED BY: M. Di Biase

MOTION CARRIED.

9. NEW BUSINESS**9.1 2011 Year in Review – Presentation**

The Chief Executive Officer provided a presentation about the 2011 Year in Review, sharing the successes of the year.

MOTION: THAT the Board receive the presentation on the 2011 Year in Review.

MOVED BY: I. Ferrara

SECONDED BY: M. Di Biase

MOTION CARRIED.

9.2 Library Settlement Program Update

Recent federal funding cuts to Citizenship and Immigration Canada (CIC) and the availability of Welcome Centres across York Region will result in a modified service delivery model for library settlement services. A settlement worker will be available at Maple Library one day per week to address newcomers' inquiries about settlement issues and facilitate access to Welcome Centre services. It is anticipated that additional settlement services will be available through the Welcome Centre-focused delivery system.

MOTION: THAT the Board receive the updated about the Library Settlement Program.

MOVED BY: L. de Boer

SECONDED BY: G. Locilento

MOTION CARRIED.

9.3 Report on Municipal Freedom and Protection of Privacy Act for 2011

Mandatory annual reports have been submitted to the Information and Privacy Commissioner of Ontario for the year 2011. There were no written requests to Vaughan Public Libraries in 2011 for information under this Act.

MOTION: THAT the Board receive the report on the Municipal Freedom and Protection of Privacy Act for 2011.

Moved BY: I. Ferrara

SECONDED BY: M. Di Biase

MOTION CARRIED.

9.4 Operationalization of Strategic Plan – Presentation

The Director of Planning & Communication provided a presentation to the Board about the planned operationalization of the Strategic Plan 2012 to 2015.

MOTION: THAT the Board receive the presentation about the operationalization of the Strategic Plan.

Moved BY: I. Ferrara

SECONDED BY: L. de Boer

MOTION CARRIED.

9.5 Volunteer Recognition Award

Declaring a conflict of interest about this agenda item, the Chair left the meeting. G. Rosati assumed the role of Chair.

The Chief Executive Officer brought forward information about nominating Michael McKenzie for a City of Vaughan Volunteer Recognition Award.

MOTION: THAT the Board endorse the nomination of Michael McKenzie for a City of Vaughan Volunteer Recognition Award.

Moved BY: R. Capone

SECONDED BY: I. Ferrara

MOTION CARRIED.

M. McKenzie joined the meeting.

10. NEXT MEETING

Date: Thursday, April 19, 2012

Time: 7:00 p.m.

Location: Ansley Grove Library

11. MOTION TO ADJOURN

The meeting adjourned at 8:12 p.m., on a motion by M. Di Biase, seconded by V. Gupta.