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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
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Michael Di Biase
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Steve Kerwin
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Grace Locilento
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Pradeep Puri
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Gino Rosati
Trustee

Suri Rosen
Trustee

MINUTES OF
REGULAR LIBRARY BOARD MEETING
Thursday, April 14, 2011 - 7:30 p.m. - Dufferin Clark Library

Present: M. McKenzie (Chair), M. Chiaromonte, L. de Boer,
M. Di Biase (from 7:45 pm), R. DeFrancesca, V. Gupta,
M. Iafrate, S. Kerwin, G. Locilento, G. Rosati (to 9:36
pm), S. Rosen

Regrets: R. Capone, I. Ferrara, P. Puri

Absent: D. Sandhu

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

1. **CALL TO ORDER**

As there was a quorum at 7:39 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.

3.2 **Motion to Adopt the Agenda**

MOTION: THAT the agenda be adopted as presented.

MOVED BY: S. Rosen

SECONDED BY: M. Chiaromonte

MOTION CARRIED.

5. **BUSINESS ARISING**

5.1 **Block 10 (Thornhill Woods) Neighbourhood Library**

The Board welcomed Marlon Kallideen, Commissioner of Community Services, to the meeting. M. Kallideen provided information about the construction process for the Thornhill Woods Neighbourhood Library. Discussion ensued. Questions were also raised concerning the construction process for the Civic Centre Resource Library. Staff were requested to bring back a report to the Board at the next meeting about the status of the Request for Proposal (RFP) process for both projects.

MOTION: **THAT the Board request the City of Vaughan to proceed as soon as possible to build the Block 10 Library utilizing a Design/Build process.**

MOVED BY: **G. Rosati**

SECONDED BY: **G. Locilento**

MOTION CARRIED.

M. Kallideen brought forward a request that the Board establish a sub-committee to review bid submissions from prospective architects following the issuance of an RFP. The recommended membership of a sub-committee should be 2 Library staff, 1 Purchasing Dept. staff, and 3 Board members (4 if necessary). The role of the sub-committee is to review and shortlist 3 to 4 submissions, then forward the short listed submissions to the full Board for a decision on the selection of a successful architect. Meeting dates will be set as needed and a quorum is not required. Several trustees expressed interest in being members of the Sub-Selection Committee for the Block 10 Library.

MOTION: **THAT the Sub-Selection Committee for the Block 10 Library consist of Michael Di Biase, Steve Kerwin, Grace Locilento, Michael McKenzie and Gino Rosati, and staff representation.**

MOVED BY: **S. Rosen**

MOTION WITHDRAWN.

MOTION: **THAT the Sub-Selection Committee for the Block 10 Library consist of Michael Di Biase, Steve Kerwin, Grace Locilento, Michael McKenzie and Suri Rosen, and staff representation.**

MOVED BY: **G. Rosati**

SECONDED BY: **M. Iafrate**

MOTION CARRIED.

Questions were raised about the progress of the RFP for the Civic Centre Resource Library. M. Kallideen responded that a draft of the RFP had been received on April 13, 2011 for selection of an architect for the resource library project, which is currently being reviewed and it is anticipated it will be released by the end of April. M. Kallideen anticipated the shortlist of architect will take place by July, and presentations to the Board will be made during the last week in July or in early August. The community meeting will be held in September, and a contractor will be determined in the spring of 2012.

The 'Building Committee' will be a technical working committee dealing with site issues, construction issues, etc., and is comprised of staff and consultants. Questions were raised concerning methods to prevent over-runs on budget, especially as a concern to taxpayers. M. Kallideen commented that the best attempts are made to keep project costs within budgets, although most projects do come in over budget.

5.1 continued

MOTION: **THAT the Sub-Selection Committee for the Civic Centre Resource Library consist of Lorraine de Boer, Marilyn Iafrate, Michael McKenzie, Gino Rosati and Devender Sandhu, and staff representation.**

MOVED BY: **R. DeFrancesca**

SECONDED BY: **M. Iafrate**

S. Kerwin indicated he would like to be removed as a member of the Sub-Selection Committee for the Block 10 Library; and that he would prefer to be a member of the Sub-Selection Committee for the Civic Centre Resource Library.

REVISED MOTION: **THAT the Sub-Selection Committee for the Civic Centre Resource Library consist of Lorraine De Boer, Marilyn Iafrate, Steve Kerwin, Michael McKenzie and Gino Rosati, and staff representation.**

MOVED BY: **R. DeFrancesca**

SECONDED BY: **M. Iafrate**

MOTION CARRIED.

MOTION: **THAT the Sub-Selection Committee for the Block 10 Library consist of Michael Di Biase, Grace Locilento, Michael McKenzie, Suri Rosen and Devender Sandhu, and staff representation.**

MOVED BY: **G. Rosati**

SECONDED BY: **R. DeFrancesca**

MOTION CARRIED.

For the next meeting, staff will bring back information on the roles and responsibilities of the various committees for both library projects.

The Board thanked Marlon Kallideen for the information provided and he left the meeting.

Architectural Considerations

The CEO discussed the draft document provided to the Board regarding architectural considerations for the Block 10 Library. A name for the library will be selected by the Board at a later date. The chart on page 5 about 'Responsibilities' will be revised to include information about committees. Trustees provided comments about architectural considerations they would like to see included in the document.

G. Rosati left the meeting.

Staff will revise the document to incorporate trustee suggestions and bring back the revised document for the information of the Board. The revised document will be incorporated into the RFP for an architect. Staff were requested to provide the Board with a layout of the North Thornhill Community Centre so they could have a visualization of where the new library will be located. It was requested that the document title be changed to 'Proposed Architectural Considerations' and that the wording 'Proposed Building Plan' be removed.

MOTION: **THAT the Board approve the document as amended,**

AND THAT the document title be changed to ‘Proposed Architectural Considerations’, with the wording ‘Proposed Building Plan’ being removed.

Moved BY: R. DeFrancesca

SECONDED BY: G. Locilento

MOTION CARRIED.

5.2 Information Request Report

A report was provided regarding an information request made at the previous Board meeting in relation to Cost per Library Use in 2008.

A report was provided regarding an information request made at the previous Board meeting in relation to land purchase for the Civic Centre Resource Library. Information has been requested from the City of Vaughan Finance Department, although a response has not been received to date.

MOTION: **THAT the Board receive the reports provided and staff will continue to follow up regarding the information request concerning the land purchase.**

Moved BY: S. Rosen

SECONDED BY: M. Iafrate

MOTION CARRIED.

5.3 Board Governance

This item was deferred to the next meeting.

6. CORRESPONDENCE

6.1 Promotional Articles about VPL

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

Moved BY: L. de Boer

SECONDED BY: G. Locilento

MOTION CARRIED.

7. FINANCES

7.1 Accounts Paid for March 2011

MOTION: **THAT the Board receive the Accounts Paid for March 2011, in the total amount of \$295,592.70.**

Moved BY: M. Iafrate

SECONDED BY: G. Locilento

MOTION CARRIED.

8. REPORTS**8.1 Management Report for March 2011 & Year to Date Performance Indicators**

MOTION: THAT the Board receive the Management Report for March 2011 and the year to date Performance Indicators.
MOVED BY: S. Kerwin
SECONDED BY: L. de Boer
MOTION CARRIED.

9. NEW BUSINESS**9.1 Development Charges Update**

The CEO gave an update on Development Charges (DCs) and a memo from Barbara Cribbett, Commissioner of Finance, City of Vaughan was provided that informs VPL that the City's methodology of collecting DCs has been successfully challenged at the Ontario Municipal Board (OMB), the result being that Vaughan will be required to resort to the previous method of collecting DCs based on net population rather than the current manner using gross population figures. Discussion ensued about the impact to future library development.

MOTION: THAT the Board receive the report on the Development Charges Challenge and bring back a report on the ongoing impact of development charges changes as soon as information becomes available.
MOVED BY: M. Di Biase
SECONDED BY: S. Kerwin
MOTION CARRIED.

9.2 Provincial Budget 2011

An update of information available to date concerning the 2011 provincial budget was supplied.

MOTION: THAT the Board receive the report on the Province of Ontario's Budget 2011.
MOVED BY: M. Iafrate
SECONDED BY: M. Chiaromonte
MOTION CARRIED.

9.3 Vaughan Public Library Board Email Address

An email address has been created to provide VPL customers with the opportunity to contact, ask questions, or send comments directly to the Library Board via email. The email address is: library.board@vaughan.ca

9.4 CEO Annual Work Plan 2011

The CEO provided her 2011 Annual Work Plan for the information of trustees, along with documentation regarding the CEO Annual Performance Evaluation process.

10. 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

11. NEXT BOARD MEETING

Date: Thursday, May 19, 2011
Location: Pierre Berton Resource Library
Time: Board Photo Session – 6:30 p.m.
Board Meeting – 7:30 p.m.

12. MOTION TO ADJOURN

The meeting adjourned at 10:03 p.m., on a motion by G. Locilento, seconded by R. DeFrancesca.

Michael McKenzie
Chair

Margie Singleton
Secretary-Treasurer