



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, April 24, 2014 – 7:00 p.m. – Ansley Grove Library**

- Present:** M. McKenzie (Chair), L. de Boer, M. Iafrate, S. Kerwin, G. Locilento, P. Puri, S. Rosen, D. Sandhu
- Regrets:** R. Capone, M. Chiaromonte, R. DeFrancesca, M. Di Biase, I. Ferrara, V. Gupta, G. Rosati
- In Attendance:** M. Singleton, Chief Executive Officer  
M. Guy, Director of Operations  
L. McDonough, Director of Service Delivery  
S. Vander Werff, Director of Finance & Facilities  
T. Watman, Director of Planning & Communication
- Guests:** Paul Stevens, ZAS Architects  
Dieter Jansen, ZAS Architects

1. **CALL TO ORDER**

As there was a quorum at 7:12 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:** G. Locilento  
**SECONDED BY:** D. Sandhu  
**MOTION CARRIED.**

4. **ADOPTION OF MINUTES OF MARCH 20, 2014**

**MOTION:** THAT the minutes of March 20, 2014 be adopted as presented.  
**MOVED BY:** S. Rosen  
**SECONDED BY:** G. Locilento  
**MOTION CARRIED.**

5. **PRESENTATION FROM ZAS ARCHITECTS IN RELATION TO THE INTERIOR DESIGN OF THE CIVIC CENTRE RESOURCE LIBRARY**

Discussion delayed pending the arrival of one of the Architects.

6. **CORRESPONDENCE**

6.1 **Library Articles**

6.2 **Promotional Articles about VPL**

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

**MOVED BY:** S. Kerwin

**SECONDED BY:** M. Iafrate

**MOTION CARRIED.**

7. **FINANCES**

7.1 **Accounts Paid for March 2014**

**MOTION:** THAT the Board receive the Accounts Paid for March 2014 in the amount of \$260,119.71.

**MOVED BY:** L. de Boer

**SECONDED BY:** G. Locilento

**MOTION CARRIED.**

8. **REPORTS**

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

The CEO shared with the Board that friends and teaching colleagues of Eileen Burrell, former Chair of the Vaughan Public Library Board, made a generous donation in her memory to Pierre Berton Resource Library for the purchase of books for young children. A book dedication plate will be placed in each book when they arrive.

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

**MOVED BY:** D. Sandhu

**SECONDED BY:** S. Kerwin

**MOTION CARRIED.**

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

Discussion delayed pending presentation from ZAS Architects.

8.3 **Project Update – Pleasant Ridge Library**

Staff reported that the building foundation and backfilling are both 100% complete, and the overhang on the community centre has been removed. The date for the topping off ceremony will be Friday, June 6 at 5:30 p.m. at the site. The project is on schedule, with completion anticipated for late November or early December 2014.

D. Jansen joined the meeting.

Discussion returned to Agenda Item 5:

**PRESENTATION FROM ZAS ARCHITECTS IN RELATION TO THE INTERIOR DESIGN OF THE CIVIC CENTRE RESOURCE LIBRARY**

The CEO introduced Paul Stevens and Dieter Jansen from ZAS Architects, who provided a visual presentation of the proposed interior design elements of the building, which include materials that are timeless and durable. The theme of bringing the outdoors inside at this library builds upon the City of Vaughan's commitment to environmental sustainability, with a special nod to the Woodlot Protection Strategy. Discussion ensued with comments, questions and suggestions being shared.

**MOTION:**                   **THAT the Board receive the information regarding the interior design of the Civic Centre Resource Library,**

**AND THAT trustees provide additional feedback to the Chief Executive Officer by May 2, 2014.**

**MOVED BY:**           **D. Sandhu**

**SECONDED BY:**   **S. Kerwin**

**MOTION CARRIED.**

The Board thanked ZAS Architects for their presentation and the Architects left the meeting.

**8.4     Report from PLA Conference**

The CEO thanked the Board for the opportunity to attend the PLA Conference, and reported that anticipated expenses had come in under budget.

**MOTION:**                   **THAT the Board receive the report on VPL staff attendance at the Public Library Association Conference in Indianapolis, Indiana, March 11 to 15, 2014.**

**MOVED BY:**           **G. Locilento**

**SECONDED BY:**   **P. Puri**

**MOTION CARRIED.**

**8.5     Report on Municipal Freedom and Protection of Privacy Act**

Mandatory annual reports have been submitted to the Information and Privacy Commissioner of Ontario for the year 2013. There were no written requests to Vaughan Public Libraries in 2013 for information under this Act.

**MOTION:**                   **THAT the Board receive the report on the Municipal Freedom and Protection of Privacy Act for 2013.**

**MOVED BY:**           **M. Iafrate**

**SECONDED BY:**   **G. Locilento**

**MOTION CARRIED.**

**9.     NEW BUSINESS**

**9.1     Report on Hours of Operation**

Currently, Vaughan Public Libraries provides to our customers 372 hours of operation per week from September to June, and 352 hours per week during July and August.

## 9.1 continued

Feedback received from customers in the December 2013 Customer Survey indicates that customers would like to see more hours of operation. The Libraries' Strategic Plan also addresses this concern with the tactical objective of providing convenient hours of operation in all library locations. With a redistribution of staff hours, creative re-working of staff schedules, and effective use of technology, VPL can extend hours of operation within our existing Operating Budget. The proposed changes in hours of operation will result in a net increase of 21 hours per year.

**MOTION:**                    **THAT the Board approve extending hours of operation on Mondays and Wednesdays from 10:00 a.m. to 1:00 p.m. at Dufferin Clark Library, Maple Library, and Woodbridge Library,**

**AND THAT the Board approve extending hours of operation on Wednesdays from 10:00 a.m. to 1:00 p.m. at Ansley Grove Library,**

**AND THAT all changes be effective June 1, 2014.**

**MOVED BY:**                **S. Kerwin**  
**SECONDED BY:**        **G. Locilento**  
**MOTION CARRIED.**

Discussion returned to Agenda Item 8.2: **Project Update – Civic Centre Resource Library**

Copies of an article, '*Potential cost overruns of Vaughan civic centre resource library has some seeing red*', from the April 23, 2014 edition of the Vaughan Citizen newspaper were distributed for the information of the trustees. Staff provided historical details of the project process to date and discussion ensued. A meeting has been scheduled for VPL staff and City staff to meet to further review the project status.

Copies of a memo dated April 23, 2014 from the City of Vaughan's Director of Purchasing Services to Mayor and Members of Council were distributed, which provided a list of companies who bid on RFPQ14-007 for the Pre-Qualification of General Contractors for the Construction of the Civic Centre Resource Library. A shortlist of selected bidders will be available shortly.

**MOTION:**                    **THAT the Board receive the project update on the Civic Centre Resource Library.**  
**MOVED BY:**                **S. Kerwin**  
**SECONDED BY:**        **P. Puri**  
**MOTION CARRIED.**

With the exception of the CEO, other staff left the meeting.

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

**Motion to Move In-Camera**

**MOTION:**                    **THAT the meeting move In-Camera.**  
**MOVED BY:**                **G. Locilento**  
**SECONDED BY:**        **S. Kerwin**  
**MOTION CARRIED.**

The meeting moved In-Camera at 9:40 p.m.

**Motion to Return to Open Session**

**MOTION:**                   **THAT the meeting return to Open Session.**  
**Moved BY:**               **M. Iafrate**  
**SECONDED BY:**       **G. Locilento**  
**MOTION CARRIED.**

The meeting returned to Open Session at 9.54 p.m.

**(OPEN SESSION)**

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

**MOTION:**                   **THAT the Board ratify the actions taken In-Camera.**  
**Moved BY:**  
**SECONDED BY:**  
**MOTION CARRIED.**

**11.    NEXT MEETING**

Date/Time:     Thursday, May 22, 2014 – 7:00 p.m.  
Location:      Pierre Berton Resource Library

**12.    MOTION TO ADJOURN**

The meeting adjourned at 9:55 p.m., on a motion by S. Kerwin, seconded by D. Sandhu.

---

*Chairman*

---

*Secretary-Treasurer*