

Caledon Public Library Board Meeting

Monday, June 19, 2017

6:00 p.m.

Albion Bolton Branch



MINUTES

Present: Janet Manning (Chair); Paula Civiero (Vice-Chair); Lynne van Ryzewyk; Sandy Keith; Susanne McRoberts; Suzanne French

Staff: Colleen Lipp – CEO | Chief Librarian; Lesley Slobodian, Administrative Assistant; Laurie Groe, Manager, Youth Services

Absent: Councillor Nick deBoer; Chris Gilmer; Councillor Gord McClure

1. The Chair called the meeting to order at 6:00 PM.

2. Apologies for non-attendance: Chris Gilmer; Councillor Gord McClure

3. Approval of the Agenda

Motion: That the Caledon Public Library Board Agenda be approved.

Moved: Suzanne French

Seconded: Sandy Keith

Carried.

4. Disclosure of pecuniary interest: None

5. Presentations

a. STEMVillage presentation

Manager of Youth Services, Laurie Groe, provided a demonstration of the STEMVillage online portal and answered questions from the Board.

6. Consent Agenda

a. Minutes of the May 15, 2017 meeting

b. CEO's Report

c. Strategic Initiatives Update

d. Correspondence

i. Exchange Leadership Team re: Board to Board Collective Impact, May 25, 2017

Motion: That the Caledon Public Library Board approve the Consent Agenda including the Minutes of May 15, 2017, the CEO's Report, Strategic Initiatives Update and Correspondence.

Moved: Susanne McRoberts

Seconded: Paula Civiero

Carried.

7. Business arising from the minutes: None

8. Staff Reports

a. Treasurer's Report and Financial Statements

Motion: That the Caledon Public Library Board receive and approve the Treasurer's Report and Financial Statements; and,

That the Caledon Public Library Board reschedule the August 14th meeting to Monday, August 21st, 2017 to accommodate the preparation of the full budget and the scheduling of a meeting of the CPL Finance Committee.

Moved: Sandy Keith

Seconded: Susanne McRoberts

Carried.

b. Social Media Policy

Motion: That the Caledon Public Library Board review the Social Media Policy for approval and adoption.

Moved: Suzanne French

Seconded: Paula Civiero

Carried.

c. Learning Pledge Report

Motion: That the Caledon Public Library Board endorse and adopt the Board and Management portion of the pledge, and:

That the Board Chair and CEO/Chief Librarian sign the pledge on behalf of the full board and Management Team.

Moved: Lynne van Ryzewyk

Seconded: Paula Civiero

Carried.

d. Exchange Board 2 Board Representative Report

Motion: That the Caledon Public Library Board name Sandy Keith as its dedicated Exchange Representative; and,

That, pending feedback from the Exchange Representative, the Caledon Public Library Board reflect the roles and responsibilities of this position within the Board Bylaws as part of the next regular review in February 2018; and;

That the Caledon Public Library Board schedule a regular meeting in 2018 to take place at the Exchange, ensuring that this change in location is clearly communicated to residents and that the facility remains open and accessible to the public for the duration of the meeting.

Moved: Paula Civiero

Seconded: Susanne McRoberts

Carried.

9. Board and Committee Reports

a. Closed Session

Motion: That the Board move to Closed Session under Section 16.1 (4) of the Public Libraries Act to consider:

(b) personal matters about an identifiable individual

Moved: Sandy Keith
Carried.
Time: 7:09 PM

Seconded: Suzanne French

Motion: That the Board return to an Open Session under Section 16.1 (4) of the Public Libraries Act having considered:

(b) personal matters about an identifiable individual

Moved: Suzanne French

Seconded: Sandy Keith

Carried.

Time: 7:23 PM

i. Confidential Report re: Personal matters about an identifiable individual – CEO Performance Appraisal

Motion: That the Board receive the CEO Annual Performance Appraisal as prepared by the Board's CEO Performance Evaluation Committee

Moved: Sandy Keith

Seconded: Susanne McRoberts

Carried.

ii. CEO Goals 2017-18 (Attachment 9-B)

Motion: That the Caledon Public Library Board approve the CEO Goals 2017-18

Moved: Sandy Keith

Seconded: Susanne McRoberts

Carried.

10. New Business: None

11. Board Advocacy

a. Upcoming Events and Opportunities

- i. Trivia Night – in Celebration of Canada's 150th Birthday! – Thursday, June 22, 8 PM, Villa Caledon Inn, 16626 Airport Road, Caledon East
 - Colleen Lipp and Sandy Keith will attend Trivia Night
- ii. Belfountain Lockers Ribbon Cutting
 - July date to be confirmed
- iii. Presentation of Exchange Data Project to Council – Date to be confirmed

12. Question Period: There were no members of the public present.

13. Evaluation of the meeting:

- a. What was your key takeaway from the meeting?
 - i. The STEMVillage presentation was very informative and provided a better understanding and helpful overview of the software. The presentation is also helpful in providing Library Board member's with added knowledge to advocate with.
 - ii. The Library's progress is moving along well.

14. Board Work Plan Review

The Board discussed the revised and updated annual work plan.

15. Time & location of next regular meeting:

Monday, August 21, 2017, 6 PM, Albion Bolton Branch.

16. Adjournment

Motion: That the meeting adjourn.

Moved: Sandy Keith

Seconded: Paula Civiero

Carried.

The meeting adjourned at 7:42 PM

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian