

CALEDON PUBLIC LIBRARY BOARD MEETING MINUTES

Monday, March 9, 2015

Caledon East Branch

Present: Paula Civiero; Nick deBoer; Patti Foley; Suzanne French; Chris Gilmer; Sandy Keith; Janet Manning; Gord McClure; Susanne McRoberts;

Staff: Sharon Wilson; Mary Maw

Guest: Doug Maskell, President of Friends of Caledon Public Library

The Secretary-Treasurer called the meeting to order at 7:00 pm.

1. Adoption of the Agenda

Moved: Janet Manning

Seconded: Sandy Keith

Carried

2. Apologies for non-attendance

None.

3. Disclosure of pecuniary interest

None declared.

4. Introductions

Sharon Wilson, Acting Chief Librarian of Caledon Public Library and Secretary Treasurer for the Board, welcomed new and returning board members. Sharon Wilson distributed a document regarding the "Duties and Liabilities of Directors' & Officers on a Library Board" and also a legacy letter that had been written by the previous Board. The new and returning board members made introductions around the table.

5. Election of Board Officers

Motion: to nominate Janet Manning as Chair of the Caledon Public Library Board

Moved: Susanne McRoberts

Seconded: Gord McClure

The question was asked 3 times if there were any other candidates to be brought forth. None were forthcoming.

Janet Manning was acclaimed as Chairman of Caledon Public Library Board

Motion: to nominate Susanne McRoberts as Vice-Chair of the Caledon Public Library Board

Moved: Nick deBoer

Seconded: Gord McClure

The question was asked 3 times if there were any other candidates to be brought forth. None were forthcoming.

Susanne McRoberts was acclaimed as Vice Chairman of Caledon Public Library Board

The motion to elect the SOLS Representative was delayed to later in the meeting

6. Approval of the Minutes of the February 9, 2015 meeting

Motion: To approve the minutes of the February 9, 2015 meeting

Moved: Nick deBoer

Seconded: Susanne McRoberts

Carried

Patti Foley arrived at 7:25 pm.

7. Chief Librarian's Report

The Chief Librarian's report including statistics were circulated.

- i. Consent Agenda - The report included a recommendation to the Board to move to a consent agenda which would mean the Board would accept all the usual monthly items as a package.
- ii. Sharon Wilson requested a motion from the Board to close all Caledon Public Library branches for the annual staff forum to be held on May 29, 2015.

Motion: To close all branches of Caledon Public Library on Friday May 29th, 2015 for the annual staff forum

Moved: Sandy Keith

Seconded: Nick deBoer

Carried

- iii. Schedule of Meetings - A request was made to move the regularly scheduled meeting of the Board to the 3rd Monday of the month at the Caledon East Branch. The dates of forth coming meetings are as follows:

Monday, April 20, 2015

Monday, May 25, 2015 (changed due to Victoria Day)

Monday, June 22, 2015 (delayed one week at the request of the chair)

July and August 2015 (meeting to be called at the request of the chair)

Motion: To receive the Chief Librarian's Report including the change in the dates of the regularly meeting of the Board and to move forward with a consent agenda for future meetings

Moved: Gord McClure

Seconded: Sandy Keith

Carried

8. Treasurer's Report

- i. Budget 2015 - Sharon Wilson reported that the Caledon Public Library budget was passed by council on March 3, 2015. Thanks to a motion by Councillor deBoer, seconded by Councillor McClure, the Library's request to convert our Youth Services staff from part-time to full-time was supported. In the Capital budget monies will be set aside for a Term of Council project for a large branch library in Mayfield West.
- ii. Changes in signing authority - The election of a new Library Board Chair precipitates an additional signature change in the library bank account. Another will need to be made when this Board selects a Chief Librarian

Motion: To accept the Treasurer's report as presented.

Moved: Susanne McRoberts

Seconded: Paula Civiero

Carried

9. Search Committee Report

Janet Manning presented the report regarding the search for the new Chief Executive Officer for Caledon Public Library. The Board are using the Services of Odgers Berndtson and Janet distributed the briefing document that has been prepared by this organization.

10. Board Development - Sharon Wilson distributed binders to new members with pertinent information regarding Caledon Public Library and also the roles and responsibilities of the board members.

11. Friends of Caledon Public Library - Doug Maskell presented the Friends of the Library report. He provided an overview of the Friends and explained their role as an advocacy and fundraising group of behalf of Caledon Public Library.

12. Correspondence - There was no correspondence to report.

13. New Business

The election of the Southern Ontario Library's (SOLS) representative was brought to the table.

Motion: To nominate Patti Foley as Caledon Public Library Board's Southern Ontario Library's (SOLS) representative

Declined: Patti Foley declined the nomination

Motion: To nominate Paula Civiero as Caledon Public Library Board's Southern Ontario Library's (SOLS) representative

Moved: Janet Manning

Seconded: Nick deBoer

The question was asked 3 times if there were any other candidates to be brought forth. None were forthcoming.

Paula Civiero was acclaimed as the SOLS Representative for Caledon Public Library Board

14. Time and place of next meeting - Monday, April 20, 2015 at the Caledon East Branch at 7 pm

15. Question Period - there were no questions from the public.

16. Adjournment

Motion: To adjourn the meeting

Moved: Gord McClure

Seconded: Patti Foley

Carried

The meeting adjourned at 8:11 pm.

Janet Manning
Chair

Sharon Wilson
Acting Chief Librarian