

Caledon Public Library Board Meeting

Monday, July 20, 2015

7:00 p.m.

Albion Bolton Branch



MINUTES

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

Staff: Colleen Lipp – CEO | Chief Librarian; Mary Maw – Manager | Communications & Community Development

Absent: Councillor McClure, Councillor deBoer

Guest: Laura Johnston – Director | Town of Caledon, Parks and Recreation

1. The Chair called the meeting to order at 7:01 pm.

2. Apologies for non-attendance

3. Approval of the Agenda

Moved: Patti Foley

Seconded: Suzanne French

Carried

4. Disclosure of pecuniary interest

None declared.

5. Consent Agenda

Motion: To accept the consent agenda and approval of the minutes of the June 22, 2015 meeting.

Moved: Sandy Keith

Seconded: Chris Gilmer

Carried

6. New Business

- a. Laura Johnston, Director of Parks and Recreation for the Town of Caledon presented the Town of Caledon Parks and Recreation Visioning Plan. Laura highlighted the areas related to Library Services and the opportunities for improved partnerships and collaboration.

7. Business Arising from the Minutes

- a. **Annual Agenda Plan** - the Board's updated annual agenda plan was distributed for discussion. The agenda will be used to help both the Board and CEO to set goals as

well as effectively accomplish specific results and identify strategic priorities and issues.

8. Staff Reports

- a. **Treasurer's Report** – Colleen Lipp presented the Treasurer's Report and Financial Statements.

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

Moved: Suzanne French

Seconded: Sandy Keith

Carried

- b. **Belfountain Branch Hours Report** – Colleen Lipp presented the Belfountain Branch Hours Report for Board review.

Motion: To receive the Belfountain Branch Hours Report as presented.

Moved: Suzanne French

Seconded: Chris Gilmer

Carried

Motion: To implement the proposed pilot project and related communication strategies for Belfountain Branch hours.

Moved: Paula Civiero

Seconded: Sandy Keith

Carried

9. SOLS Report - Paula Civiero reported that the next meeting of SOLS will be in November 2015.

10. Board Development

- a. **LearnHQ – Leadership by Design** – Colleen Lipp demonstrated this new online product that is a joint project between the Ontario Library Services (both Southern and North) and the Ontario Library Association. The curriculum is intended to provide new and returning Board Members with the information they need for each year of their term. The Board agreed that each member will complete modules 1 – 4 on their own. Module 5 (Finances) will be completed as a group at the September meeting. Additional modules may then be completed as part of the Board's ongoing Board Development at subsequent meetings.

11. Correspondence

There was no correspondence.

12. Time and place of next meeting – Colleen Lipp reported that as per the Ontario Public Libraries Act, all meetings must be open to the public and therefore should be held in a branch during open hours.

Motion: To relocate the monthly regular meetings of the Caledon Public Library Board to the Albion Bolton Branch for the duration of 2015.

Moved: Patti Foley

Seconded: Sandy Keith

Carried

13. Question Period – there were no questions from the public.

14. Evaluation of the meeting – Sandy Keith recommended that moving forward the

Quarterly Performance Measures and Statistics should be moved to Staff Reports.

15. Adjournment

Motion: To adjourn the meeting

Moved: Chris Gilmer

Seconded: Sandy Keith

Carried

The meeting adjourned at 8:56 p.m.

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian