
MINUTES

Present: Janet Manning (Chair); Paula Civiero; Councillor Nick deBoer; Suzanne French; Chris Gilmer; Sandy Keith; Councillor Gord McClure; Lynne van Ryzewyk

Staff: Colleen Lipp – CEO | Chief Librarian;

Guests: Laura Johnston – Executive Director, Strategic Initiatives, Town of Caledon

Absent: Susanne McRoberts (Vice-Chair)

1. The Chair called the meeting to order at 7:02 pm.

2. Apologies for non-attendance: Susanne McRoberts

3. Approval of the Agenda

Motion: That the Agenda be approved.

Moved: Sandy Keith

Seconded: Chris Gilmer

Carried

4. Disclosure of pecuniary interest

None declared.

5. Consent Agenda

Motion: That the Board approve the Consent Agenda including the Minutes of June 20, 2016, the CEO Report and the Strategic Initiatives Update.

Moved: Suzanne French

Seconded: Chris Gilmer

Carried

6. Business arising from the minutes.

None

7. Staff Reports

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

Motion: That the Board receive the Treasurer's Report as presented.

Moved: Councillor deBoer

Seconded: Paula Civiero

Carried.

b. Quarterly Performance Measures and Statistics

Motion: That the Board receive the Quarterly Performance Measures and Statistics.

Moved: Suzanne French

Seconded: Chris Gilmer

Carried.

c. Accessible Customer Service Policy Report

Motion: That the Caledon Public Library Board approve and adopt the Accessible Customer Service Policy.

Moved: Sandy Keith

Seconded: Paula Civiero

Carried.

d. Belfountain Branch Report

Motion: That the Caledon Public Library Board receive the Belfountain Branch Recommendation

Moved: Councillor McClure

Seconded: Councillor deBoer

Carried.

Motion: That the Caledon Public Library Board approve the closure of the current branch located in the Belfountain Public School as of June 30, 2017

Moved: Sandy Keith

Seconded: Paula Civiero

Carried.

Motion: That the Caledon Public Library Board approve the reallocation of existing Belfountain staff hours to extend the hours of service at neighbouring branches

Moved: Councillor deBoer

Seconded: Paula Civiero

Carried.

Motion: That the Caledon Public Library Board support improved access to library services through the submission of a Capital Project request for a Remote Holds Locker at the Belfountain Community Centre

Moved: Councillor deBoer

Seconded: Councillor McClure

Carried.

8. Board and Committee Reports

a. Strategic Planning Committee Minutes

Motion: That the Board receive the committee minutes.

Moved: Chris Gilmer

Seconded: Suzanne French

Carried.

b. CEO Evaluation Committee Update – Janet Manning provided a brief oral report regarding the meeting of the CEO Evaluation Committee held on September 7, 2016 and shared the CEO's goals for 2016-17

Motion: That the Board receive the report and drafted CEO goals

Moved: Chris Gilmer

Seconded: Suzanne French

Carried.

c. Finance Committee Minutes

Motion: That the Board receive the committee minutes.

Moved: Suzanne French

Seconded: Councillor McClure

Carried.

i. 2015 Audited Financial Statements

Motion: That the Caledon Public Library Board receive the 2015 Audited Financial Statements

Moved: Councillor McClure

Seconded: Sandy Keith

Carried.

Councillor McClure left the meeting at 9:30 PM

ii. 2017 Draft Budget Report

Motion: That the Caledon Public Library Board receive and approve the 2017 Draft Budget Report with the removal of Capital Project 17-146 Albion Bolton Branch Renovation

Moved: Sandy Keith

Seconded: Chris Gilmer

Carried.

9. New Business.

None

10. Board Development

None

11. Correspondence

a. Project Outcome – July 14, 2016

b. Learn HQ and Trustee Development – July 25, 2016

c. Exchange B2B – August 2nd email

Motion: That the Board receive the correspondence.

Moved: Paula Civiero

Seconded: Sandy Keith

Carried.

12. Time & location of next regular meeting: Monday, October 17, 2016 7:00 pm Albion Bolton Branch

13. Question Period – There were no representatives from the public present.

14. Evaluation of the meeting – Due to the length of the meeting and the late hour, no evaluation was completed.

15. Adjournment

Motion: That the meeting adjourn.

Moved: Chris Gilmer

Seconded: Paula Civiero

Carried.

The meeting adjourned at 9:46 PM

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian