

Attachment 5-A

Caledon Public Library Board Meeting

Monday, November 21, 2016

7:00 p.m.

Albion Bolton Branch



MINUTES

- Present:** Janet Manning (Chair); Susanne McRoberts (Vice-Chair); Paula Civiero; Councillor Nick deBoer; Suzanne French; Chris Gilmer; Sandy Keith; Lynne van Ryzewyk.
- Staff:** Colleen Lipp – CEO | Chief Librarian; Lesley Slobodian, Administrative Assistant; Kelley Potter, Manager of Public Service.
- Guests:** Stephen Abram, Lighthouse Consulting; Janna Levitt, LGA Architectural Partners;
- Absent:** Councillor Gord McClure

1. The Chair called the meeting to order at 6:59pm.

2. Apologies for non-attendance: Councillor Gord McClure

3. Approval of the Agenda

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

Moved: Sandy Keith

Seconded: Chris Gilmer

Carried.

4. Disclosure of pecuniary interest

None

Councillor Nick de Boer arrived at 7:13pm.

5. Presentations

a. Library Service/Facility Review and Master Plan

Stephen Abram and Janna Levitt provided a detailed presentation of their findings and recommendations.

Motion: That the Caledon Public Library Board receive and approve the Library Service/Facility Review and Master Plan prepared by Lighthouse Consulting and LGA Architectural Partners;

Moved: Susanne McRoberts

Seconded: Paula Civiero

Carried.

Motion: That the Caledon Public Library Board endorse the recommendation to build a 7500 square foot branch within the Town of Caledon recreation facility in Southfields village.

Moved: Chris Gilmer
Carried.

Seconded: Sandy Keith

6. Consent Agenda

Motion: That the Board approve the Consent Agenda including the Minutes of October 17th, 2016, the CEO's Report and the Strategic Initiatives Update.

Moved: Sandy Keith
Carried.

Seconded: Suzanne French

7. Business arising from the minutes.

a. Exchange statement of Contribution – Organizational Commitment Form

Motion: That the Caledon Public Library defer discussion of the Exchange Statement of Contribution – Organizational Commitment Form for the December Library Board meeting.

Moved: Susanne McRoberts
Carried.

Seconded: Chris Gilmer

8. Board and Committee Reports

a. SOLS Trustee Council Report

Motion: That the Caledon Public Library Board receive the verbal report as provided by Paula Civiero.

Moved: Lynn van Ryzewyk
Carried.

Seconded: Suzanne French

9. Staff Reports

a. Treasurer's Report and Financial Statements

Motion: That the Caledon Public Library Board receive the Treasurer's report as presented.

Moved: Sandy Keith
Carried.

Seconded: Paula Civiero

b. Art Exhibit and Display Policy Report

Motion: That the Caledon Public Library Board approve and adopt the Art Exhibit and Display Policy.

Moved: Chris Gilmer
Carried.

Seconded: Paula Civiero

c. OLA Super Conference Board Attendance Report

Motion: That the Caledon Public Library Board receive and approve the OLA Super Conference Board Attendance Report, allowing for conference registration of selected representatives prior to the Early Bird deadline of January 2017.

Moved: Sandy Keith
Carried.

Seconded: Chris Gilmer

d. Schedule of Library Board Meetings – 2017

Motion: That the Caledon Public Library Board receive and adopt the proposed schedule of Board meetings for 2017 with the proposed amendment; and,

That the Caledon Public Library Board revise the standard start time of meetings from 7PM to 6PM.

Moved: Chris Gilmer

Seconded: Suzanne French

Carried.

Kelley Potter left the meeting at 9:53pm.

10. New Business.

a. Election of Officers and Committee Members – December 2016.

The Chair provided a reminder of the elections of officers and committee members planned for the December 12, 2016 meeting of the Board.

11. Closed Session

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

(e) litigation or potential litigation, including matters before administrative tribunals affecting the board.

Moved: Sandy Keith

Seconded: Paula Civiero

Carried.

Time: 9:55 PM

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

(e) litigation or potential litigation, including matters before administrative tribunals affecting the board.

Moved: Councillor Nick de Boer

Seconded: Susanne McRoberts

Carried.

Time: 9:58 PM

Motion: That the Caledon Public Library receive the Confidential Report re: Litigation or potential litigation, including matters before administrative tribunals, affecting the Board.

Moved: Susanne McRoberts

Seconded: Chris Gilmer

Carried.

12. Board Development

Completed Board Self-Evaluations were collected for review and consolidation by the Chair and Vice-Chair.

13. Correspondence

None.

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

15. Evaluation of the meeting – None

16. Time & location of next regular meeting: December 12, 2016 7:00 pm Albion Bolton Branch

17. Adjournment

Motion: That the meeting adjourn.

Moved: Paula Civiero

Seconded: Sandy Keith

Carried.

The meeting adjourned at 10:00pm.

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian