

Caledon Public Library Board Meeting

Monday, December 12, 2016

7:00 p.m.

Albion Bolton Branch



MINUTES

Present: Janet Manning (Chair); Susanne McRoberts (Vice-Chair); Paula Civiero; Chris Gilmer; Sandy Keith; Councillor Gord McClure; Lynne van Ryzewyk.

Staff: Colleen Lipp – CEO | Chief Librarian; Lesley Slobodian, Administrative Assistant.

Absent: Councillor Nick deBoer; Suzanne French

1. The Chair called the meeting to order at 7:08pm.

2. Apologies for non-attendance: Suzanne French and Councillor Nick deBoer.

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.

5. Consent Agenda

Motion: That the Board approve the Consent Agenda including the Minutes of November 21st, 2016, the CEO's Report and the Strategic Initiatives Update.

Moved: Lynne van Ryzewyk

Seconded: Paula Civiero

Carried.

6. Business arising from the minutes.

a. Exchange Statement of Contribution – Organizational Commitment Form

Motion: That the Caledon Public Library Board direct the CEO/Chief Librarian to complete the Exchange Statement of Contribution – Organizational Commitment Form for review at the January 2017 meeting.

Moved: Paula Civiero

Seconded: Chris Gilmer

Carried.

7. Board and Committee Reports - None

8. 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

Seconded: Lynne van Ryzewyk

Carried.

b. OLA Super Conference Board Attendance Report

Motion: That the Caledon Public Library Board approve the attendance of Sandy Keith and Lynne van Ryzewyk for the full 2017 OLA Super Conference and OLBA Boot Camp respectively, allowing for conference registration prior to the Early Bird deadline of January 6, 2017.

Moved: Chris Gilmer

Seconded: Susanne McRoberts

Carried.

9. New Business

a. Mid-term elections of Board Executive and Standing Committee Members

The CEO/Chief Librarian assumed the chair for the purpose of overseeing the mid-term election

- I. The CEO/Chief Librarian requested nominations for the position of Board Chair for a term of two years to end on December 31, 2018 or until such time that a new Board is in place and a new Chair is named.

Susanne McRoberts nominated Janet Manning with Janet accepting the nomination.

Receiving no further nominations for the position of Board Chair, The CEO/Chief Librarian declared the nominations closed.

Janet Manning was acclaimed as Chair.

- II. As there has been no change in the position of Chair, the role of Past-Chair will remain vacant.

- III. The CEO/Chief Librarian requested nominations for the position of Vice-Chair for a term of two years to end on December 31, 2018 or until such time that a new Board is in place and a new Vice-Chair is named.

Susanne McRoberts nominated Paula Civiero with Paula accepting the nomination.

Receiving no further nominations for the position of Vice-Chair, The CEO/Chief Librarian declared the nominations closed.

Paula Civiero was acclaimed as Vice-Chair.

- IV. The CEO/Chief Librarian requested expressions of interest from those wishing to sit on the either of the Board's two standing committees with expressions of interested received from the following:
- i. Finance: Suzanne French (as communicated in advance of the meeting to the Chair), Sandy Keith, Chris Gilmer
 - ii. CEO Performance Evaluation: Susanne McRoberts, Paula Civiero, Lynne van Ryzewyk
- V. The CEO/Chief Librarian requested expressions of interest from those who are willing to act as representative to the SOLS Trustee Council. After some discussion it was recommended that Lynne van Ryzewyk be named as representative for the purposes of correspondence but that any member of the Board may choose to attend the semi-annual meetings of the Trustee Council.

Motion: That the Board approves the following appointments for a term of two years to end on December 31, 2018 or until such a time that a new Board is in place:

Chair – Janet Manning

Past-Chair - vacant

Vice-Chair – Paula Civiero

Finance Committee – Suzanne French, Sandy Keith, Chris Gilmer

CEO Evaluation Committee – Susanne McRoberts, Paula Civiero, Lynne van Ryzewyk

SOLS Trustee Representative - Lynne van Ryzewyk

Moved: Sandy Keith

Seconded: Chris Gilmer

Carried.

2. Review and discussion of recent library tours.

A slide show of recent visits to library branches in Vaughan, Georgetown, Acton and Fergus was viewed and insights gained during the tours were shared.

Councillor Gord McClure left the meeting at 8:21pm.

10. Board Development

a. Board Assessment

Motion: That the Caledon Public Library Board receive the consolidated responses to the Board Self-Evaluation Questionnaire and confirm that a goal related to advocacy will be reflected in the 2017 work plan.

Moved: Susanne McRoberts

Seconded: Sandy Keith

Carried.

11. Correspondence

a. Can your public library sponsor an indigenous library in Ontario? – Stephen Abram,

December 12, 2016

Motion: The Caledon Public Library Board receive the correspondence and support an Indigenous/First Nations library by sponsoring a remote library's membership in the Federation of Ontario Public Libraries (FOPL) at a cost of \$50. The sponsored library will be selected by the CEO/Chief Librarian.

Moved: Susanne McRoberts

Seconded: Sandy Keith

Carried.

12. Question Period: none

13. Evaluation of the meeting

14. Time & location of next regular meeting: Monday January 16, 2017, 6PM Albion-Bolton Branch.

15. Adjournment

Motion: That the meeting adjourn.

Moved: Susanne McRoberts

Seconded: Lynne van Ryzewyk

Carried.

The meeting adjourned at 9:16pm.

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian