

---

## MINUTES

- Present:** Janet Manning (Chair); Paula Civiero (Vice-Chair); Lynne van Ryzewyk; Suzanne French; Sandy Keith; Susanne McRoberts and Chris Gilmer
- Guest:** David Arbuckle – General Manager, Strategic Initiatives, Town of Caledon
- Staff:** Colleen Lipp – CEO | Chief Librarian; Lesley Slobodian, Administrative Assistant
- Absent:** Councillor Nick deBoer and Councillor Gord McClure

### 1. The Chair called the meeting to order at 6:00 PM

### 2. Indigenous Acknowledgment

*We acknowledge that the land on which we gather, which form the Town of Caledon, is part of the Treaty Lands and Territory of the Mississauga's of the New Credit.*

*The Town of Caledon and the Region of Peel – the traditional territory of the A-nish-in-abek (Ojibway), Huron-Wendat, Haud-en-osa-nee (Iroquois), and home to the Métis, was most recently, the territory of the Mississauga's of the New Credit First Nation.*

*We also acknowledge the cultural injustices of the past and express our collective hope full truth and reconciliation in the future*

*On this day our meeting place is home to many Indigenous peoples (First nations, Métis and Inuit) from across Turtle Island (North America).*

*We are grateful to have the opportunity to work on this land, and by doing so, we give our respect to its first inhabitants.*

### 3. Apologies for non-attendance: None

### 4. Approval of the Agenda

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

**Moved:** Sandy Keith

**Seconded:** Suzanne French

**Carried.**

### 5. Disclosure of pecuniary interest: None

## 6. Consent Agenda

- a. Minutes of the August 20, 2018 meeting
- b. CEO/Chief Librarian's Report
- c. Strategic Actions Update
- d. Correspondence

**Motion:** That the Caledon Public receive and approve the Consent Agenda.

**Moved:** Susanne McRoberts

**Seconded:** Chris Gilmer

**Carried.**

## 7. Business arising from the minutes:

- a. Committee of the Whole Recommendations resulting from August 20, 2018 meeting:
  - i. Minutes of the June 11, 2018 meeting
  - ii. CEO/Chief Librarian's Report, August 2018
  - iii. Strategic Actions Update, August 2018
- b. Treasurer's Report and Financial Statements. August 2018
- c. Quarterly Statistics and Performance Measure – Q2 2018
- d. Volunteer Policy Report
- e. Recruitment and Succession Committee Meeting Notes – July 16, 2018
- f. Finance Committee Meeting Minutes of August 13, 2018
  - i. 2017 Audited Financial Statements

**Motion:** That the Caledon Public Library Board receive and approve all recommendations arising from the August 20, 2018 meeting of the Committee of the Whole, with the exception of the 2019 Draft Budget Report; and,

That the 2019 Draft Budget Report be considered as part of the September 2018 Treasurer's Report

**Moved:** Susanne McRoberts

**Seconded:** Chris Gilmer

**Carried.**

## 8. Staff Reports

### a. Treasurer's Report and Financial Statements and 2019 Draft Budget Report

**Motion:** That the Caledon Public Library Board receive the Treasurer's Report and related financials and approve the 2019 Draft Budget Report as revised to reflect a 3% increase to the base operating budget and the inclusion of scheduled strategic and master plans to the capital forecast.

**Moved:** Lynn van Ryzewyk

**Seconded:** Sandy Keith

**Carried.**

### b. Accessible customer Service Policy

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

**Moved:** Susanne McRoberts

**Seconded:** Suzanne French

**Carried.**

## 9. Board and Committee Reports: None

**10. New Business:** None

**11. Board Work Plan Review**

The Caledon Public Library Board reviewed the work plan.

**12. Board Advocacy**

**a. Upcoming Events and Opportunities**

- i. CPL Staff Forum, Friday, September 21, 9AM, Caledon Village Place
- ii. CPL Amazing Road Trip, Saturday, September 29, 2018 – Registration required
- iii. One Book One Caledon – An evening with Michael Redhill, Thursday, October 25, 7 PM, Caledon Senior’s Centre, Bolton
- iv. CPL 150 Homecoming Celebration, Friday, November 30, 6:30 PM Glen Eagle Golf Club – Tickets Available online \$30

**13. Question Period:** There were no members of the public present.

**14. Evaluation of Meeting**

- a. What was your key takeaway from the meeting?
  - i. It was reiterated that it would be beneficial that to communicate in advance of the Library Board meetings apologies for non-attendance to aid in the purpose of determining quorum.
  - ii. It was noted that the meeting was efficient considering there was much to review.

**15. Time & location of next regular meeting:**

Monday, October 15, 2018, 6 PM – Albion Bolton Branch

**16. Adjournment**

**Motion:** That the meeting adjourn.

**Moved:** Paula Civiero

**Seconded:** Chris Gilmer

**Carried.**

The meeting adjourned at 6:47 PM

---

Janet Manning  
Chair

---

Colleen Lipp  
CEO | Chief Librarian