
The City of Pickering Public Library Board Meeting Minutes

Held: Thursday January 23, 2020

Location: In the Central Library Board Room
<http://www.picnet.org/libraryboard>

Attendees: S. Beckett, Councillor M. Brenner, R. Coelho, Councillor I. Cumming, A. Maginley, D. Sharma, S. Sheehy (Chair).

Absent: M. Anderson, D. Barham, M. Fatema

Staff: E. Bird – Acting Deputy CEO, K. Williams – Acting CEO, J. Eddy – City of Pickering

Meeting Commencement Time: 7 pm

1. Public Delegations

None

2. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #20.04

Moved by D. Sharma, Seconded by A. Maginley. **Motion** THAT the Agenda be adopted as presented.
Carried.

3. Consent Agenda

Motion #20.05

Moved by I. Cumming, Seconded by D. Sharma. **Motion** THAT the items on the Consent Agenda be adopted as presented.
Carried.

4. Board Education

J. Eddy Director of Human Resources at the City of Pickering discussed the recent move of Library HR staff to the City's HR department. She distributed the City HR department organization chart. She noted that the affected staff are remaining in their current workspace at the Library for now. She stated that the Library will not receive diminished levels of service because of this change but should benefit from value added services. Currently the HR team is implementing a new system that went live last week. She informed the Board that the Collective agreements at both City and Library expire this year.

As usual the City CUPE union will bargain first with the Library to follow. She will be involved in Library bargaining.

5. Appointment of Linkage Committee for 2020

Motion #20.06

Moved by M. Brenner, Seconded by I. Cumming. **Motion** THAT the Board appoints M. Anderson, S. Beckett, A. Maginley to the Linkage Committee for 2020.

Carried.

As M. Fatemah was not in attendance however the Board agreed that if she was willing, she would also be appointed to the committee.

6. Ends Discussion

6.1 Library Information Update

K. Williams highlighted the Noon Years program held for children and families on December 31st and the addition of soft seating and new bathroom floors at the Central Library.

7. Staff Reports

7.1 Updated Room Booking Policy

The changes to the Policy matched the Board's requested changes. K. Williams will present the Room Booking form at the next Board meeting.

7.2 Report on Fundraising

The Board will consider fundraising for other furnishing or fixtures for the new Library.

Motion #20.07

Moved by M. Brenner, Seconded by R. Coelho. **Motion** THAT the Board agrees that the Library will not take on the task of fundraising for the capital building costs of the new Civic Library.

Carried.

8. Monitoring Reports

8.1 EL 8 Asset Protection

The report will be updated to ensure that it is understood there is only one audit process.

Motion #20.08

Moved by R. Coelho, Seconded by D. Sharma. **Motion** THAT the Board adopt Monitoring Report EL 8 Asset Protection as presented and; THAT the Board adopt Policy EL 8 Asset Protection as presented, the Policy being complete, sound and effective.

Carried.

8.2 GP1 Global Ends Policy

K. Williams reviewed the highlights of the report.

Motion #20.09

Moved by M. Brenner, Seconded by R. Coelho. **Motion** THAT the Board adopt Monitoring Report EL 8 Asset Protection as presented and; THAT the Board adopt Policy EL 8 Asset Protection as presented, the Policy being complete, sound and effective. Carried.

It was suggested that the information from the annual report to the Ministry report might be a good substitute for this report. E. Bird will bring that report to a Board meeting before the deadline for submission for review.

9. Committee Reports

9.1 Report of the Community Linkage Committee

R. Coelho reported that Age Friendly Community plan is focus for this year's Linkage work. K. Williams will share slide show about the Library's plans in this area with the Board.

9.2 Building Committee

D. Sharma presented the information from the recent Building Committee meeting.

Motion #20.10

Moved by D. Sharma, Seconded by R. Coelho. **Motion** THAT the Recommendations of the Building Committee meeting held January 9, 2020 be adopted as presented. Carried.

10. Governance

10.1 Previous Board Meeting Self Evaluation

M. Brenner reported on the results of the November meeting evaluation.

11. Board Policy Review for next meeting

Note: The following Executive Limitation policy will be discussed at the next Board meeting. All members to review prior to meeting. The Board member listed will review any evidence they feel is necessary and lead the discussion at the meeting

EL Assignment **#3 Staff Treatment** assigned to **M. Fatema**

12. New Business

12.1 Member Community Reports

S. Beckett reported that he had added the Pickering Public Library to the list of participants in the Provincial Government's budget consultation to be held on the 29th of January in Whitby. He will send further details.

13. Other Business

14. Confidential Matter

14.1 Report of the CEO Hiring Committee

Motion #20.11

Moved by D. Sharma, Seconded by R. Coelho. **Motion** THAT the Board move into camera for the purpose of discussing personnel issue about identifiable individuals;
Carried

15. Board Meeting Self Evaluation (complete online)

16. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday February 27 at 7 pm in the Central Library Board Room.

Motion #20.13

Moved by R. Coelho, Seconded by A. Maginley. **Motion** THAT the meeting be adjourned.
Carried

The meeting was adjourned at 9:30 pm.

Signature of Library Acting CEO:

Date:

Signature of Library Board Chair:

Date:

Alternate formats available upon request. Contact Kathy Williams at kathyw@picnet.org or 905-831-6265 ext. 6251.