



Aurora Public Library Board

MINUTES of MEETING

Thursday, January 28, 2010

Present: Rebecca Beaton, Elizabeth Bishenden, Councillor Evelyn Buck, Geoffrey Dawe, Councillor Alison Collins-Mrakas, Charles Levine (Vice Chair), Michael Thompson (Chair)

Regrets: Milton Hart

Absent: Councillor Al Wilson

Chief Executive Officer: Louise Procter Maio

Staff: Monika Beuning, Business Coordinator; Pat Damphouse, Manager of Adult Information Services; Jo-Anne Jordan, Manager of Children and Young Adult Services; Reccia Mandelcorn, Manager of Customer and Circulation Services; David Rushton, Manager of Systems and Support Services; and Sue Matheson, Administrative Assistant

The meeting was called to order at 7:08 p.m. by the Chair.

1. Adoption of Agenda

An item was added to Correspondence 6. VIII.:

Jane Taylor, Aurora Film Circuit

January 20, 2010

Re: Aurora Film Circuit 2010 Donation

MOTION: **10.01.01**

Moved by Councillor A. Collins-Mrakas

Seconded by G. Dawe

CARRIED

THAT the Agenda be adopted as amended

2. Conflict of Interest

There were no declarations of conflict.

3. **Presentation**

a) **Rebecca Jones, Partner, Jones & Dysart Associates**

R. Jones reviewed the Board's participation in the strategic planning process and advised a pre-work package would be distributed in advance.

MOTION: **10.01.02** **THAT** the Presentation be received
Moved by C. Levine
Seconded by G. Dawe
CARRIED

4. **Election of Library Board Executive for 2010**

The CEO acted as the meeting Chair for this item of business. The positions of Chair and Vice-Chair of the Library Board were declared vacant and the position of SOLS Trustee Representative was declared open.

MOTION: **10.01.03** **THAT** Michael Thompson be nominated for the
position of Chair of the Library Board
Moved by E. Bishenden
Seconded by Councillor E. Buck
CARRIED

The meeting Chair called for further nominations. There being no further nominations, Michael Thompson was acclaimed to the position of Chair.

MOTION: **10.01.04** **THAT** Charles Levine be nominated for the
position of Vice-Chair of the Library Board
Moved by G. Dawe
Seconded by Councillor A. Collins-Mrakas
CARRIED

The meeting Chair called for further nominations. There being no further nominations, Charles Levine was acclaimed to the position of Vice-Chair.

MOTION: **10.01.05** **THAT** Elizabeth Bishenden be nominated for the
position of SOLS Trustee Representative of the
Library Board
Moved by C. Levine
Seconded by Councillor E. Buck
CARRIED

Michael Thompson assumed the Chair for the remainder of the meeting.

5. **Minutes of the December 16, 2009 Meeting**

MOTION: **10.01.06**
Moved by Councillor E. Buck
Seconded by E. Bishenden
CARRIED

THAT the Minutes of the December 16, 2009 meeting be approved

6. **Correspondence**

- | | | |
|-------|--|------------------|
| I. | Aileen Carroll, Minister of Culture
<i>Re: <u>Funding support for Knowledge Ontario</u></i> | January 11, 2010 |
| II. | Town of Aurora
<i>Re: <u>5-Year Official Plan Review – Public Open House</u></i> | January 12, 2010 |
| III. | Michael Chan, Minister of Tourism and Culture
<i>Re: <u>New Appointment</u></i> | January 18, 2010 |
| IV. | Aurora Cultural Centre
<i>Re: <u>Inaugural Cultural Centre Exhibition Invitation</u></i> | January 18, 2010 |
| V. | Federation of Ontario Public Libraries
<i>Re: <u>Call for Nominees</u></i> | January 20, 2010 |
| VI. | Drew Fagan, Deputy Minister of Culture
<i>Re: <u>Good Government Act, 2009</u></i> | January 20, 2010 |
| VII. | ola.access, vol. 16, no. 1 | Winter 2010 |
| VIII. | Jane Taylor, Aurora Film Circuit
<i>Re: <u>Aurora Film Circuit Donation</u></i>
(distributed at the meeting) | January 22, 2010 |

MOTION: **10.01.07**
Moved by Councillor A. Collins-Mrakas
Seconded by E. Bishenden
CARRIED

THAT correspondence be received as information

7. **Reports**

.1 Fourth Quarter Operations Report SR2010:01
A staff report was issued prior to the meeting.

MOTION: **10.01.08**
Moved by R. Beaton
Seconded by G. Dawe
CARRIED

THAT the *Fourth Quarter Operations Report to December 31, 2009* be received as information

.2 Annual Use Indicators Report SR2010:02

A staff report was issued prior to the meeting.

MOTION: 10.01.09

Moved by Councillor A. Collins-Mrakas

Seconded by C. Levine

CARRIED

THAT the *Report on the Annual Use Indicators for 2009* be received as information

.3 2009 Health and Safety Annual Report SR2010:03

A staff report was issued prior to the meeting.

MOTION: 10.01.10

Moved by E. Bishenden

Seconded by Councillor E. Buck

CARRIED

THAT the Library Board endorse the *Aurora Public Library Board Health and Safety Policy Statement*;
and

THAT the Library Board receive the *2009 Health and Safety Annual Report* for information

.4 Strategic Plan Update

A staff memorandum was issued prior to the meeting.

MOTION: 10.01.11

Moved by C. Levine

Seconded by Councillor E. Buck

CARRIED

THAT the Strategic Plan Update be received as information

8. Items for Consideration

.1 2010 Final Budget Report SR2010:04

A staff report was distributed at the meeting.

MOTION: 10.01.12

Moved by G. Dawe

Seconded by E. Bishenden

CARRIED

THAT the final *2010 Business Plan dated January 28, 2010* be approved;

and

THAT the final *2010 Capital Budget and Ten Year Capital Forecast dated January 28, 2010* be approved;

and

THAT the final *2010 Operating Budget dated January 28, 2010* be approved

.2 Executive Board Committee Report

MOTION: **10.01.13**
Moved by Councillor A. Collins-Mrakas
Seconded by C. Levine
CARRIED

THAT a Board review be conducted on a biannual basis using the existing document template

9. **Resolution to Move into Closed Session**

.1 Personal and Legal Matters

MOTION: **10.01.14**
Moved by E. Bishenden
Seconded by Councillor E. Buck
CARRIED

THAT the Board move into Closed Session to consider matters relating to personal and legal matters of the Board

At 8:33 p.m. the Board moved into Closed Session.

MOTION: **10.01.15**
Moved by Councillor A. Collins-Mrakas
Seconded by C. Levine
CARRIED

THAT the Board return to Open Session

At 8:40 p.m. the meeting returned to Open Session.

.2 Adoption of Recommendation Arising from Closed Session

MOTION: **10.01.16**
Moved by E. Bishenden
Seconded by G. Dawe
CARRIED

THAT the Board conduct an annual review of the CEO during the first quarter of the year

MOTION: **10.01.17**
Moved by Councillor A. Collins-Mrakas
Seconded by C. Levine
CARRIED

THAT the Board form a CEO Review Committee composed of the Chair, Vice Chair and Past Chair to annually review the performance of the CEO

10. **General Business Information/Questions**

Charles Levine agreed to accept the Aurora Film Circuit Donation on behalf of the Library Board at the next scheduled feature, Monday, February 8, 2010.

The CEO announced that the 2010 Aurora Chamber Yonge Street Festival will be held on Sunday, June 6, 2010.

11. **Member Announcements**

12. **Date of Next Meeting**

The next meeting is scheduled for Wednesday, February 17, 2010 at 7:00 p.m.

13. **Adjournment**

MOTION: **10.01.18**

Moved by Councillor A. Collins-Mrakas

Seconded by R. Beaton

CARRIED

THAT the meeting be adjourned at 8:46 p.m.

M. Thompson
Chair

L. Procter Maio
Chief Executive Officer