

Mission Statement

Freedom to Discover

Strategic Priorities

A Community Beacon Relevant and Responsive
A Creative and Changing Organization

HAMILTON PUBLIC LIBRARY BOARD

Regular Board Meeting
Wednesday, September 16, 2015
Central Library, Board Room
5:30 p.m. Dinner
6:00 p.m. Meeting

MINUTES

PRESENT: Suzan Fawcett, George Geczy, Clare Wagner, Jennifer Gautrey, Mary Ann Leach, Councillor Pearson, Douglas Brown, Vikki Cecchetto, John Kirkpatrick, Lori-Anne Spence-Smith

STAFF: Lisa DuPelle, Karen Anderson, Melanie Southern, Robin Hewitt, Paul Takala, Susan Kun, Karen Hartog

REGRETS: Councillor Partridge

GUESTS: Antonella Giancarlo, Tyler Aird

Ms Gautrey called the meeting to order at 6:05 p.m.

1. Discussion Period

Robin Hewitt was introduced to the Library Board.

1.1. Board Tablet Rollout

The distribution of the new iPads is continuing. Library Board members were requested to contact Ms Hartog for the purchase of any related applications such as Goodreader.

1.2 Fall Program Guide

The fall program guide is now available and copies were made available for the Library Board Members. Copies have also been made available at City Hall and six municipal service centres. Congratulations was extended to Library staff.

1.3 Telling Tales

The Telling Tales Festival will be held this Sunday at Westfield Heritage Village. This is an annual literary festival and the Hamilton Public Library plays an active role in the organization of this event.

2. Acceptance of the Agenda

MOVED by Ms Fawcett, seconded by Ms Spence-Smith,

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

MOTION CARRIED

3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, June 17, 2015

MOVED by Ms Leach, seconded by Councillor Pearson,

THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, JUNE 17, 2015 BE ACCEPTED AS PRESENTED.

MOTION CARRIED.

4. Presentations

4.1 125th Celebrations Update

Mr. Tyler Aird and Ms Antonella Giancarlo were welcomed to the meeting. They provided an update on the programs being held for Hamilton Public Library's 125th birthday celebration.

4.2 Waterdown Update

Ms Anderson provided an update on the Waterdown project. Ms Gautrey, Ms Fawcett, Ms Leach toured the location recently.

5. Consent Items

MOVED by Ms Fawcett seconded by Ms Leach,

THAT CONSENT ITEM 5.1, 5.2, 5.3 AND 5.4 BE APPROVED AS PRESENTED.

MOTION CARRIED.

5.1 Holiday Closures 2016

That the Hamilton Public Library Board approves the following Christmas/New Years closure period for 2016:

All locations of the Hamilton Public Library will close on December 24th and will remain closed through to December 27th and,

That the Library re-open on December 28th and service hours be adjusted through December 31st as noted below, and that the Library will re-open January 3, 2017.

5.2 Family Day 2016

That the Hamilton Public Library Board approves the opening of the Central Library and Turner Park Branch for Family Day 2016 (1 pm to 5 pm) and that recommendations for hours on future Family Days be considered as part of the review of system hours.

5.3 Non-Union Compensation

That the salary schedule for the Non-Union Management and Professional Exempt Employee Group be increased by 1.5%, as budgeted in 2015, effective January 1, 2015, to be consistent with the 2015 negotiated memorandum of settlement for CUPE Local 5167 and City of Hamilton non-union male comparators in order to maintain pay equity compliance, and individual salaries be adjusted accordingly; and

That the non-union casual employees (pages and shelf readers) compensation will be dealt with in a separate Board motion moving forward with the subsequent changes anticipated by the provincial government. These changes are in accordance with the changes with the Employment Standards Act, and the City of Hamilton minimum wage male comparator non-union positions in order to maintain pay equity compliance.

5.4 Casual Staff Wage Rate

That the Board approves the following wage rates for all casual (Library Page) non-union employees and that these rates will be implemented effective October 1, 2015.

Old Grid effective June 1, 2014	Step 1	Step 2
Library Page (Casuals/Shelfreaders)	\$11.00	\$ 11.55

New Grid effective October 1, 2015
Library Page (Casuals/Shelfreaders)

Step 1
\$11.25

Step 2
\$11.80

6. Business Arising

There were no business arising items.

7. Correspondence

There was no board correspondence.

8. Reports

8.1 Chief Librarian's Report

MOVED by Mr. Kirkpatrick, seconded by Ms Fawcett,

THAT THE CHIEF LIBRARIAN'S REPORT BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

8.2 Q2 Metrics Report

MOVED by Ms Spence-Smith, seconded by Ms Wagner,

THAT THE LIBRARY BOARD RECEIVES THE 2015 2ND QUARTER STATISTICAL REPORT UPDATE FOR INFORMATION.

MOTION CARRIED.

9. New Business

9.1 Budget Variance Report

MOVED by Ms Fawcett, seconded by Ms Spence-Smith,

THAT BUDGET VARIANCE REPORT AS AT JULY 31, 2015 AND ESTIMATED TO DECEMBER 31, 2015 BE RECEIVED FOR INFORMATION.

MOTION CARRIED.

9.2 2016 Capital Submission

MOVED by Ms Leach, seconded by Ms Fawcett,

THAT THE CAPITAL BUDGET SUBMISSION TO THE CITY OF HAMILTON BE APPROVED TO INCLUDE THE FOLLOWING:

- a) **PENDING FINAL PROJECT APPROVAL, BUILD A NEW GREENSVILLE LIBRARY, IN PARTNERSHIP WITH THE CITY OF HAMILTON AND THE HAMILTON WENTWORTH DISTRICT SCHOOL BOARD AT THE SITE OF THE FUTURE GREENSVILLE ELEMENTARY SCHOOL, PLUS MATERIALS AND FURNISHINGS;**

- b) **CONSTRUCT AND EXPAND THE VALLEY PARK LIBRARY ON THE SITE OF THE EXISTING VALLEY PARK COMMUNITY CENTRE, PLUS MATERIALS AND FURNISHINGS;**

- c) **BUILD THE BINBROOK LIBRARY, AS PREVIOUSLY APPROVED FOR SUBMISSION BY THE HAMILTON PUBLIC LIBRARY BOARD IN SEPTEMBER 2014, PLUS MATERIALS AND FURNISHINGS**

MOTION CARRIED.

9.3 Rights of Children and Teens Policy

MOVED by Ms Wagner, seconded by Ms Spence-Smith,

THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVES THE RIGHTS OF CHILDREN AND TEENS IN THE LIBRARY POLICY.

MOTION CARRIED.

9.4 Safety of Children Policy

MOVED by Mr. Geczy, seconded by Ms Cecchetto,

THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVES THE SAFETY OF CHILDREN IN THE LIBRARY POLICY.

MOTION CARRIED.

10. Private and Confidential

MOVED by Councillor Pearson, seconded by Ms Fawcett,

THAT THE LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS A HUMAN RESOURCES UPDATE.

MOTION CARRIED.

MOVED by Council Pearson, seconded by Mr. Kirkpatrick,

THAT THE IN-CAMERA SESSION BE ADJOURNED.

MOTION CARRIED.

MOVED by Councillor Pearson, seconded by Mr. Kirkpatrick

THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE INFORMATION PROVIDED IN THE IN-CAMERA SESSION.

MOTION CARRIED.

11. Date of Next Meeting

Wednesday, October 21, 2015
Central Library, Board Room, 5th Floor
5:30 p.m. Dinner
6:00 p.m. Meeting

12. Adjournment

MOVED by Ms Fawcett, seconded by Mr. Kirkpatrick,

THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, SEPTEMBER 16, 2015 BE ADJOURNED.

MOTION CARRIED.

The meeting was adjourned at 8:45p.m.