

BOARD MINUTES

BOARD MEETING: #18-03

DATE: THURSDAY MARCH 22, 2018, 7:30PM

LOCATION: DOWNTOWN – ANGUS ROSS ROOM

Attendees:	A. Mitchell (Vice Chair), R. Romita, S. Morales (arrived at 7:57pm), R. Junke, M. Sauro, R. Munro, M. Werenich, J. Sauerteig
Library Staff:	C. Vanderkruys, L. Jessop
Regrets:	R. Duhamel (Chair)
Note Taker:	K. Bouffard

1. Call to Order and welcomes

- The meeting was called to order at 7:33pm. Rabab Azeem from TAB and Alison Schroeder, Manager, Service Delivery of the Barrie Public Library were welcomed.
- A. Mitchell will be acting Chair in R. Duhamel's absence.

2. Confirmation of Agenda

- The agenda was confirmed

3. Conflict of Interest

- None declared

4. Delegations

4.1 Teen Advisory Board (TAB)

- The TAB provided an update on their programs and initiatives

5. Board Meeting Minutes

5.1 Adoption of minutes of Board Meeting #18-02 dated February 22, 2018

- **#18-21 SAURO - WERENICH**
THAT the Minutes of Board Meeting #18-02 dated Thursday, February 22, 2018 be adopted. CARRIED

5.2 Business Arising

- The minutes from the Neighbourhood meeting in Ward 9 on March 1st will be emailed out to the Board.

6. Deferred Items

- Outstanding Building Maintenance Items
- Master Facilities Plan - Library Branch Expansion Needs

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- Environment Scan Report/Activity Stats
- Value for Service Delivery
- City/Library Service and Financial Efficiencies
- Timeliness of Financial Reports
- Board coverage at Town Hall and All Candidates meetings (provincial and municipal)
- Monthly expenditure statements for Personnel & Finance Committee
- Library Metrics

7. Reports

7.1 Report of the Chair – Verbal Report

- Library staff and some Board members met with Barrie Police and City staff to discuss library security. The police made some suggestions to reduce incidents in the library. There will be another meeting in April for further discussion.
- R. Duhamel met with Dawn McAlpine to discuss the 2018 budget. Councilors would prefer more detailed budget information in their package earlier going forward to ensure its inclusion in the council's budget package. C. Vanderkruids will put a project plan together.
- Discussion continues around the ability to provide monthly financial statements as well as the difficulty of producing the documentation during the audit process.
- Three candidates have been identified and will be interviewed for the CEO position.

7.2 CEO's Report

- Reviewed highlights of the report
- Verbal report on workflow analysis RFP submissions (costs are higher than anticipated)
- Congratulations to library staff for the silver Youth Friendly designation from Play Works

8. New Business

8.1 Financial Statements for January and February 2018

- **#18-22 SAURO - WERENICH**
THAT the Board receives the financial statements for January and February 2018. CARRIED

8.2 Reciprocal Borrowing Agreement – Information Only

- **#18-23 MUNRO - ROMITA**
THAT the Barrie Public Library Board receive the Reciprocal Borrowing Agreements Report as information only. CARRIED

9. Board Committees

9.1 Community & Governance Committee

- Meeting Dates: Call of the Chair
- The committee met and made the following recommendations:

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- Board Development should be put forward to the term of office of the incoming Board, to be dealt with in 2019.
- A Consent Agenda should be explored fully, and that a trial implementation should be adopted in June, commencing in September 2018.
- Board meeting start times will be added to the agenda for the next Board meeting

9.2 Personnel & Finance Committee

- Meeting Dates: Call of the Chair
- Library Metrics to be added to deferred items
- An additional member on the Personnel & Finance Committee would be ideal if any other Trustee would like to join

10. In Camera

- **#18-24 SAUERTEIG - ROMITA**
THAT the Barrie Public Library Board conduct a Closed meeting as the subject matter being considered concerns personal matters about an identifiable individual. CARRIED

Rise and report

10.1 Adoption of minutes of Board Meeting in camera #18-02 dated February 22, 2018 – Personal Matters (Public Libraries Act – Section 16.1 (4))

- **#18-28 WERENICH - JUNKE**
THAT the Minutes of in camera Board Meeting #18-02 dated Thursday, February 22, 2018 be adopted. CARRIED

10.2 Exempt Salary Grid – Exempt Labour Relations (Public Libraries Act – Section 16.1 (4))

- **#18-25 MUNRO - ROMITA**
THAT the Barrie Public Library Board approves the revisions to the Administrative Exempt Staff Policy level numbers and the addition of a disclaimer as recommended by the CEO. CARRIED

10.3 Notice of Trespass Appeals – Personal Matters (Public Library Act – Section 16.1 (4))

- **#18-26 WERENICH - MUNRO**
THAT the BPL Board denies the Appeal of the Notice of Trespass received on February 26th. CARRIED
- **#18-27 SAURO - SAUERTEIG**
THAT the BPL Board denies the Appeal of the Notice of Trespass received on March 8th. CARRIED

10.4 Personnel & Finance Committee Verbal Report by M. Sauro – Personal Matters (Public Libraries Act – Section 16.1 (4))

- **#18-29 WERENICH - MUNRO**
THAT the Barrie Public Library Board conduct a Closed meeting as the subject matter being considered concerns personal matters about an identifiable individual. CARRIED

C. Vanderkruys, L. Jessop and K. Bouffard were excused
Moved out of camera



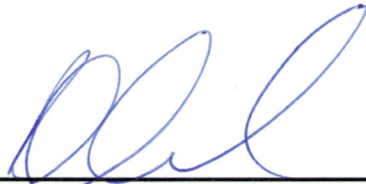

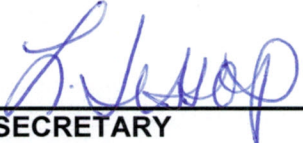
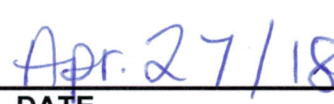
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11. Date of Next Board Meeting:

- Thursday April 26, 7:30pm, Painswick – Massie Family Program Room

12. Adjournment

- The meeting was adjourned at 9:45pm

	
CHAIR	DATE
	
SECRETARY	DATE