



900 Clark Avenue West, Vaughan, Ontario L4J 8C1

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Vaughan Public Libraries contributes to the success of our growing diverse community; serving its information, learning, leisure and cultural needs in a welcoming and safe environment

Gino Rosati
Chair

Michael McKenzie
Vice-Chair

Rocco Capone
Trustee

Marie Chiaromonte
Trustee

Lorraine de Boer
Trustee

Isabella Ferrara
Trustee

Mario F. Ferri
Trustee

Tony Genco
Trustee

Filippo Gravina
Trustee

Mary Lascala
Trustee

Suri Rosen
Trustee

Devender Sandhu
Trustee

Alan Shefman
Trustee

Rajbir Singh
Trustee

Jeffrey Stone
Trustee

MINUTES OF REGULAR BOARD MEETING

Thursday, April 17, 2008 – 6:00 p.m.
Bathurst Clark Resource Library

- Present: G. Rosati (Chair), R. Capone (from 7:28 p.m.), M. Chiaromonte, L. de Boer, I. Ferrara, M.F. Ferri, T. Genco (from 8:58 p.m.), F. Gravina (until 8:28 p.m.), M. McKenzie, S. Rosen, D. Sandhu, A. Shefman, R. Singh, J. Stone (from 6:15 p.m.)
- Regrets: M. Lascala
- Guests: Fred Koenig and Jason Bevan – Hemson Consulting
Jeff Dodge and Ria Ono – VPL Staff
- In Attendance: A. Gutelius, Director of Service Delivery/Acting CEO
M. Guy, Director of Operations
Y. Kharag, Director of Finance
M. Singleton, Director of Planning & Communication/
P. Yovdoshuk, Recorder
1. **CALL TO ORDER**
As there was a quorum at 6:10 p.m., the Chair called the meeting to order.
 2. **DISCLOSURES OF INTEREST**
There were no disclosures of interest.
 3. **ADOPTION OF AGENDA**
 - 3.1 **Items to be Added or Deleted**
Items 8.4 and 9.1 were moved forward for discussion at the start of the meeting.

3.2 **Adoption of the Agenda**

MOTION: THAT the Agenda be adopted as amended.
MOVED BY: I. Ferrara
SECONDED BY: L. de Boer
MOTION CARRIED.

4. **ADOPTION OF MINUTES**

MOTION: THAT the Board adopt the Minutes of Regular Meeting of March 27, 2008 as presented.
MOVED BY: A. Shefman
SECONDED BY: L. de Boer
MOTION CARRIED.

Item 8.4 – Report on Development Charges

The Board welcomed Fred Koenig and Jason Bevan from Hemson Consulting, who were invited to attend the meeting to provide information in relation to development charges. Hemson reported that a review of development charges for the City of Vaughan is currently underway and a final report will be brought back to the Board in order that decisions can be made about future building of libraries. The DC review is showing that the building of libraries has not kept pace with population growth, although maximum fees are being collected. It was reported that the Board's current library standards are average compared with what is seen across the GTA and across Ontario. Discussion ensued.

MOTION: THAT the Board receive the report on Development Charges provided by the Director of Finance and Hemson Consulting.
MOVED BY: M.F. Ferri
SECONDED B: I. Ferrara
MOTION CARRIED.

5. **BUSINESS ARISING**

5.1 **Library Conferences in 2008**

As requested at the last meeting of the Board, the Director of Service Delivery provided information about library conferences and workshops taking place during 2008 that would be suitable for staff or trustees.

A recommendation was submitted for two staff to attend the World Library and Information Congress IFLA Conference and Council in Quebec City in August 2008, the funding for which was included in the approved 2008 Operating Budget. As information regarding other conferences and workshops that would be suitable for trustees to participate in becomes available, staff will provide trustees with notifications.

MOTION: **THAT the Board receive the report on library conferences prepared by the Director of Service Delivery/Acting CEO,**

AND THAT the Board approve the expenditure of funds for two staff members to attend the IFLA Conference in Quebec City in August 2008, at a cost of \$4,500.00.

MOVED BY: **M.F. Ferri**
SECONDED BY: **I. Ferrara**
MOTION CARRIED.

R. Capone joined the meeting.

Item 9.1 – Staff Presentation on Proposed Service Model

A presentation was provided by M. Singleton, J. Dodge and R. Ono on a proposed Service Model. Discussion ensued and several options are to be considered. Staff was complimented for their work on this project.

F. Gravina left the meeting.

MOTION: **THAT the Board receive the presentation from staff on the proposed Service Model,**

AND THAT staff be directed to investigate hiring a consultant to provide assistance in identifying the next steps for implementation of a service model in terms of what the appropriate model might be,

AND THAT a workshop for trustees be held no later than July 2008 to review the proposed service model and any other actions that need to be done before September 2008 in case of any implication on capital funding for the 2009 budget cycle.

MOVED BY: **M.F. Ferri**
NO SECONDER. MOTION DEFEATED.

MOTION: **THAT the Board receive the presentation from staff on the proposed Service Model,**

AND THAT staff be directed to research additional information as per the Board’s discussions, including comparison data, information about other library systems and how they operate, virtual libraries, technology, and trends,

AND THAT a report be brought back to the Board for review.

MOVED BY: **R. Capone**
SECONDED BY: **I. Ferrara**
MOTION CARRIED.

6. **CORRESPONDENCE**

6.1 **Promotional Articles about VPL**

Promotional articles about VPL were provided as information.

MOTION: THAT the Board receive the correspondence.
Moved BY: L. de Boer
SECONDED BY: I. Ferrara
MOTION CARRIED.

7. **FINANCE**

7.1 **Ratification of Accounts Paid for March 2008**

MOTION: THAT the Board receive the report prepared by the Director of Finance,

AND THAT the Board ratify the Accounts Paid for March 2008 as follows:

MARCH 7, 2008	
Canadian	\$31,542.90
U.S. in Canadian Equivalent	1,099.01
Sub-Total:	\$32,641.91

MARCH 14, 2008	
Canadian	\$32,715.02
U.S. in Canadian Equivalent	-----
Sub-Total:	\$32,715.02

MARCH 20, 2008	
Canadian	\$124,263.07
U.S. in Canadian Equivalent	639.52
Sub-Total:	\$124,902.49

MARCH 28, 2008	
Canadian	\$21,392.67
U.S. in Canadian Equivalent	192.83
Sub-Total:	\$21,585.50

ALL FOR THE TOTAL SUM OF \$211,844.92

Moved BY: A. Shefman
SECONDED BY: S. Rosen
MOTION CARRIED.

7.2 **Departmental Revenue and Expenditures Summary for Three Periods
Ending March 31, 2008**

A revised report was distributed to reflect an error in Line 7107. Discussion ensued about City of Vaughan policies regarding finances.

MOTION: THAT the Board defer receipt of the report until the Budget & Finance Committee reviews and can receive up to date figures with necessary adjustments to show actual, and bring a report back to the Board at the next meeting.

MOVED BY: M. McKenzie

SECONDED BY: J. Stone

MOTION CARRIED.

7.3 **Draft 2007 Financial Statement**

The Board was provided with the draft 2007 Financial Statement from KPMG. Adjustments are still to be made based on City of Vaughan figures before the report is finalized and can be brought back to the Board.

MOTION: THAT the Board receive the Draft 2007 Financial Statement,

AND THAT the Budget & Finance Committee review the Statement before the next meeting.

MOVED BY: M. McKenzie

SECONDED BY: I. Ferrara

MOTION CARRIED.

T. Genco joined the meeting.

8. **REPORTS**

8.1 **Management Report for March 2008**

MOTION: THAT the Board receive the Management Report for March 2008.

MOVED BY: M.F. Ferri

SECONDED BY: L. de Boer

MOTION CARRIED.

8.2 **Report on Staff Turnover in 2007**

MOTION: THAT the Board receive the report on Staff Turnover in 2007 prepared by the Director of Service Delivery/Acting CEO.

MOVED BY: M. Chiaromonte

SECONDED BY: T. Genco

MOTION CARRIED.

8.3 **Report of Refurbishment of Ansley Grove Library**

Funds in the amount of \$130,000 were approved in the 2008 Capital Budget for renovation work at Ansley Grove Library as part of the infrastructure replacement. The timeline needed to carry out this work will require that library services at Ansley Grove Library be suspended from Monday, July 21, 2008 to Monday, September 1, 2008.

MOTION: **THAT the Board receive the report on the refurbishment of Ansley Grove Library prepared by the Director of Finance,**

AND THAT the Board approve the suspension of services to the public at Ansley Grove Library from Monday, July 21, 2008 to Monday, September 1, 2008, for the roll-out and completion of infrastructure replacement.

MOVED BY: **A. Shefman**
SECONDED BY: **R. Capone**
MOTION CARRIED.

8.4 **Report on Development Charges**

See report above.

9. **NEW BUSINESS**

9.1 **Staff Presentation on Proposed Service Model**

See report above.

10. **IN-CAMERA MEETING (CLOSED SESSION)**

10.1 **Motion to Move In-Camera**

MOTION: **THAT the meeting move In-Camera.**
MOVED BY: **I. Ferrara**
SECONDED BY: **L. de Boer**
MOTION CARRIED.

The meeting moved In-Camera at 9:00 p.m.

10.2 **Disclosures of Interest**

There were no disclosures of interest.

10.3 **Confirmation of In-Camera Agenda**

MOTION: **THAT the In-Camera Agenda be adopted as presented.**
MOVED BY: **T. Genco**
SECONDED BY: **D. Sandhu**
MOTION CARRIED.

10.4 **Adoption of In-Camera Minutes**

10.4.1 **In-Camera Minutes of Board Meeting of March 27, 2008**

MOTION: THAT the Board adopt the In-Camera Minutes of Board Meeting of March 27, 2008 as presented.

MOVED BY: A. Shefman

SECONDED BY: I. Ferrara

MOTION CARRIED.

10.5 **Reports**

10.5.1 **Internal Controls on Financial Reporting**

No report.

10.5.2 **Roles and Responsibilities of Trustees**

A report was provided.

Staff were requested to leave the meeting.

10.5.2 **Verbal Report from CEO Recruitment Committee**

A verbal report was provided by the Chair of the CEO Recruitment Committee.

Staff returned to the meeting.

10.6 **Motion to Return to Open Session**

MOTION: THAT the meeting return to Open Session.

MOVED BY: R. Capone

SECONDED BY: T. Genco

MOTION CARRIED.

The meeting returned to Open Session at 9:35 p.m.

10.7 **Motion to Ratify all Actions Taken In-Camera**

MOTION: THAT the Board ratify all actions taken In-Camera.

MOVED BY: T. Genco

SECONDED BY: M. McKenzie

MOTION CARRIED.

11. **NEXT MEETING**

Date: Thursday, May 15, 2008

Time: 7:30 p.m.

Location: Ansley Grove Library

12. **UPCOMING MEETINGS/EVENTS**

Event: **AMICI presents Donna Caruso – *Journey Without a Map, Growing up Italian***

Date: Sunday, April 27, 2008

Time: 3:00 to 5:00 p.m.

Location: AMICI Facility (located in the Maple Community Centre)

Event: **VPL's Launch of Asian Heritage Month, with Journalist Mary Ito**

Date: Thursday, May 1, 2008

Time: 10:00 a.m.

Location: Bathurst Clark Resource Library

Event: **Vaughan Public Libraries' 2008 Early Harvest Reception**

Date: Tuesday, October 7, 2008 (evening)

Location: The City Playhouse

13. **ADJOURNMENT**

The meeting adjourned at 9:36 p.m., on a motion by I. Ferrara, seconded by T. Genco.

Chair

Acting Chief Executive Officer