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*Vaughan Public Libraries offers welcoming destinations that educate, excite and empower our community.*  
**Enrich Inspire Transform**

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**MINUTES OF LIBRARY BOARD MEETING**  
**Thursday, January 19, 2017 – 7:00 p.m. – Bathurst Clark Resource Library**

Present: D. Sandhu (Chair), M. Ahmed (from 7:13 pm), L. Axmith, R. Cinelli, U. Di Federico, I. Ferrara, M. Goldenberg, M. Iafrate (from 7:17 pm), J. Kelly, S. Kerwin, P. Pallante, L. Pavese, S. Rosen, R. Savage, G. Thompson

Regrets: R. DeFrancesca, M. Ferri, M. Kaur, S. Yeung Racco

Absent: C. Rizzuto

In Attendance: M. Singleton, Chief Executive Officer  
A. Dowiat Vine, Director of Growth & Communication  
M. Guy, Director of Innovative Technologies & Collections  
L. McDonough, Director of Customer Experience  
S. Vander Werff, Director of Finance & Community Spaces  
P. Yovdoshuk, Recorder

1. **CALL TO ORDER**

As there was a quorum at 7:08 pm, 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**

*Additions to the Agenda:*

8.1 Extended Hours of Service

9.2 CEO's Annual Performance Evaluation (In-Camera & Confidential)

3.2 **Adoption of the Agenda**

**MOTION: THAT the agenda be adopted as amended.**

**MOVED BY: M. Goldenberg**

**SECONDED BY: U. Di Federico**

**MOTION CARRIED.**

4. **ADOPTION OF MINUTES OF DECEMBER 15, 2016**

**MOTION: THAT the minutes of December 15, 2016 be adopted as presented.**

**MOVED BY: U. Di Federico**

**SECONDED BY: R. Cinelli**

**MOTION CARRIED.**

**5. CORRESPONDENCE**

M. Ahmed joined the meeting.

**5.1 Library Articles****5.2 Promotional Articles about VPL**

**MOTION:** THAT the items of correspondence be received.

**MOVED BY:** R. Savage

**SECONDED BY:** L. Axmith

**MOTION CARRIED.**

**6. FINANCES****6.1 Accounts Paid for December 2016**

**MOTION:** THAT the Board receive the Accounts Paid for December 2016 in the amount of \$899,481.36.

**MOVED BY:** J. Kelly

**SECONDED BY:** U. Di Federico

**MOTION CARRIED.**

**7. REPORTS**

M. Iafrate joined the meeting.

**7.1 Management Report for December 2016 & Performance Indicator Reports**

**MOTION:** THAT the Board receive the Management Report for December 2016 & Performance Indicator Reports.

**MOVED BY:** M. Goldenberg

**SECONDED BY:** G. Thompson

**MOTION CARRIED.**

**7.2 Report from Personnel & Policy Committee:****7.2.1 Minutes of Meeting of October 20, 2016**

**MOTION:** THAT the Board receive the minutes of the Personnel & Policy Committee Meeting of October 20, 2016.

**MOVED BY:** U. Di Federico

**SECONDED BY:** R. Savage

**MOTION CARRIED.**

**7.2.2 Review of Policies**

The Chair of the Personnel & Policy Committee reviewed the proposed policy amendments as discussed by the Committee at its meeting on January 19, 2017.

**7.2a Attendance Policy**

**MOTION:** THAT the Board reaffirm their support of the Attendance Policy,  
  
AND THAT the Board approve the proposed amendments to the Attendance Policy as recommended by the Personnel & Policy Committee.

**MOVED BY:** M. Ahmed  
**SECONDED BY:** S. Kerwin  
**MOTION CARRIED.**

**7.2b Collection Development Policy**

**MOTION:** THAT the Board reaffirm their commitment to intellectual freedom and guidelines relating to collection development at VPL as identified in the revised Collection Development Policy.  
  
AND THAT the Board approve the proposed amendments to the Collection Development Policy as recommended by the Personnel & Policy Committee.

**MOVED BY:** R. Cinelli  
**SECONDED BY:** M. Goldenberg  
**MOTION CARRIED.**

**7.2c Hiring and Nepotism Policy**

**MOTION:** THAT the Board reaffirm their support of the Hiring and Nepotism Policy,  
  
AND THAT the Board approve the proposed amendments to the Hiring and Nepotism Policy as recommended by the Personnel & Policy Committee.

**MOVED BY:** M. Iafrate  
**SECONDED BY:** U. Di Federico  
**MOTION CARRIED.**

**7.3 Board Self-Assessment Report**

Results of the Board Self-Assessment were received and discussed.

**MOTION:** THAT the Board Self-Assessment Report be received.  
**MOVED BY:** R. Savage  
**SECONDED BY:** M. Iafrate  
**MOTION CARRIED.**

**8. NEW BUSINESS****8.1 Extending Hours of Service**

With redistribution of staff hours and creative adjustments to staff schedules, VPL can extend hours of operation within the existing staff complement and within the current operating budget. An additional hour of service from 9:00 am to 10:00 am for Mondays through Sundays at Bathurst Clark, Civic Centre, and Pierre Berton Resource Libraries. The changes in hours of operation will result in a net increase of 21 hours per week. All changes in hours of operation will be monitored, measured and evaluated to judge the effectiveness of these changes both in customer satisfaction and in library use.

**MOTION: THAT the Board approve additional hours of service at Bathurst Clark, Civic Centre and Pierre Berton Resource Libraries from 9:00 am to 10:00 am Monday through Sunday,**

**AND THAT all changes be effective March 6, 2017.**

**MOVED BY: M. Ahmed**

**SECONDED BY: L. Axmith**

**MOTION CARRIED.**

A. Dowiat Vine, M. Guy, L. McDonough and S. Vander Werff left the meeting.

**9. IN-CAMERA MEETING (Closed Session)****9.1 Motion to Move In-Camera**

**MOTION: THAT the meeting move In-Camera.**

**MOVED BY: U. Di Federico**

**SECONDED BY: G. Thompson**

**MOTION CARRIED.**

The meeting moved In-Camera at 7:35 p.m.

**9.2 Return to Open Session**

**MOTION: THAT the meeting return to Open Session.**

**MOVED BY: U. Di Federico**

**SECONDED BY: I. Ferrara**

**MOTION CARRIED.**

The meeting moved In-Camera at 8:27 p.m.

**OPEN SESSION**

Discussion arose about the possibility of having a library in the new Vaughan Mackenzie Hospital which is soon to be under construction.

**MOTION: THAT the Board direct Marilyn Iafrate to explore an opportunity for a VPL presence at the new Vaughan Mackenzie Hospital, and report back to the Board.**

**MOVED BY: R. Savage**

**SECONDED BY: M. Ahmed**

**MOTION CARRIED.**

9.3 **Ratification of Actions Taken In-Camera**

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

**MOVED BY:** M. Iafrate

**SECONDED BY:** S. Rosen

**MOTION CARRIED.**

10. **UPCOMING EVENTS & MEETINGS:**

**Library Board Meeting**

Thursday, February 16, 2017 – 7:00 p.m. – Woodbridge Library

11. **ADJOURNMENT**

The meeting adjourned at 8:29 p.m. on a motion by U. Di Federico, seconded by R. Cinelli.

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*Chairman*

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*Secretary-Treasurer*